



**City of Biddeford
Finance Committee**

November 7, 2024 at 5:00 PM
City Hall Council Chambers & Zoom

[Click to Join Zoom Meeting Online](#)
Or call in by phone: +1 312 626 6799
Meeting ID:
Passcode:

1. Call to Order
2. Approval of Minutes
 - 2.a Approval of the Minutes
3. Signing of the Expenditure Warrant
4. Discussion/Approval
 - 4.a Approval for Fire Department Interior Paint Bid and Funds
 - 4.b Approval/Lease Purchase of New Rear Packer Waste Truck
5. Other Business
6. Adjourn

City of Biddeford
Finance Committee
October 15, 2024 5:00 PM Council Chambers & Zoom

Councilor Beaupre: present
Councilor Lessard: present
Councilor LaFountain: present
Mayor Grohman: present

1. Call to order

2. Approval of the Minutes

Motion: Councilor Beaupre
Second: Councilor Grohman
Vote: Unanimous in favor.
Motion passed.

3. Signing of the expenditure warrant

4. Discussion/Approval

4.1. Approval/Purchase EMS Defibrillator Units

Fire Chief Lawrence Best presented the item, noting that it was from the most recent CIP. Councilor Beaupre asked how many AEDs total are in circulation and whether any buildings were missing any. Chief Best answered approximately 28, noting that City buildings should all have them by now. He also mentioned that the department is currently catching up on replacing older ones but in the future, they aim to put them on a more regular replacement cycle.

Councilor Lessard asked whether the number being purchased was what was originally expected in the CIP request. Chief Best confirmed that not all units were expected to be replaced so the bid covered the amount expected requested.

Motion: Councilor Beaupre
Second: Mayor Grohman
Vote: Unanimous in favor.
Motion passed.

4.2. Approval/City Hall Renovation Project - Interior Window Trim

Chief Operating Officer Brian Phinney presented the item, noting that there was some confusion with the contractor and architect about whether the trim was needed and already included. The trim was determined to be needed but not included, so the project is planned to be awarded directly to the glass installer to avoid any further markup.

Councilor Lessard asked about the number of windows that needed to be trimmed. COO Phinney answered that it was approximately 103, which represents nearly all of them. Mayor Grohman asked

whether this had been taken up with the architect and COO Phinney confirmed that it had and discussions with the City Attorney were ongoing.

Councilor Beaupre asked about why the funding was proposed to be taken out an expected surplus verses the original budget. City Manager Jim Bennett noted that the surplus is expected based on vacancies and agreed that the charge would go to the actual project but that the source of funds would be from the expected surplus. Councilor LaFountain asked whether there was a list of projects already approved to be funded out of the expected surplus. City Manager Bennett noted that the list was not formalized yet but was in progress.

Motion: Councilor Beaupre motion to change the coding to the City Hall renovation project

Second: Councilor Lessard

Vote: Unanimous in favor.

Motion passed.

Motion: Councilor Beaupre to approve the order with the change in coding to the City Hall Renovation project

Second: Mayor Grohman

Initial motion was just to approve the bid. Before the vote, Councilor Lessard requested an update to the motion to include the previous amendment to follow proper procedure which Councilor Beaupre and Mayor Grohman agreed to.

Vote: Unanimous in favor.

Motion passed.

4.3 Approval/Installation of Fire Service Water Line & Separated Storm Sewer

COO Phinney presented the item. Councilor Beaupre asked whether there was an order attached and COO Phinney confirmed just the brief for the purposes of Finance Committee. Mayor Grohman asked about the source of the funding and whether the expenditure should be similarly charged to the City Hall renovation project. COO Phinney agreed.

Motion: Mayor Grohman motion to recommend to Council with the change in coding to the City Hall renovation project

Second: Councilor Lessard

Councilor Lessard asked about a corresponding reduction in cost based on the possibility of fewer days being needed to complete. COO Phinney noted that the number of days would be tracked and would be expected to decrease the cost accordingly. Councilor LaFountain asked when the project would take place and what kind of disruptions could take place. COO Phinney answered that any work requiring water shut offs would be expected to be completed outside of normal working hours to minimize any disruptions.

Vote: Unanimous in favor.

Motion passed.

4.4 Reporting of Streamlined Purchasing Under Sec. 2-348(g) - Competitive Sealed Bidding

5. Other Business

City Manager Jim Bennett provided an update to Council on the status of the Berry Dunn engagement and provided a list of the City's current investments, noting the relationship to the recent cash issues. He confirmed that the City was in a strong financial position and that accounts payable are all being sent out besides the County tax bill.

Councilor Lessard asked if it was policy for the finance director to be making investments without the consultation of the City Manager and City Manager Bennett confirmed that it was previously the practice and that the committee has the ability to provide guidance or a more formal investment policy. Councilor LaFountain recommended taking a deeper dive into the investment policy in a future meeting.

Councilor Beaupre Motion to adjourn at 5:39 pm.

Second: Councilor Lessard

Vote: Unanimous in favor.

Meeting adjourned.



Finance Committee

Meeting Date: November 7, 2024
Meeting Time: 5:00 PM
Agenda Item No: 4.a
Item Description: Approval for Fire Department Interior Paint Bid and Funds
Submitted By: Lawrence D. Best, Fire Chief

Supporting Information/Documentation:

BFD Central Station Interior Painting Bid Review and Recommendation 10-2024, Biddeford painting bid, Copia specialty services bid, G painting services bid

Key Terms:

Fire Department Interior Paint Bid- Operating Budget

Executive Summary:

Approval of this item authorizes the Interior Painting bid to be awarded to Biddeford Painting of Biddeford, Maine. Biddeford Painting was the lowest bid and met the requirements of the bid. This project helps with maintaining the Central Fire Station.

Detailed Review:

The Biddeford Fire Department requested bid proposals from qualified contractors for the painting of the interior of the fire station. The request outlined specifications to be met by each of the contractors that best met the need for the project. The request was posted on the city website for 30 days and specified the date and time all bids were to be submitted no later than September 30th at 2:00pm.

Three bids were received. The detailed information can be found below and in the attached bids.

Results of the bids received

Three (3) contractors submitted bids for the painting project. The following are the names of the contractors and their proposals:

- **Copia Specialty Contractors, Inc.** (Bangor Me.) - **This contractor submitted one lump sum for the entire project after being instructed to separate the project into phases.**
 1. Total **\$235,000.00**

- **G Painting and Services** (Portland Me.) - **The contractor broke the project into four (4) phases and listed the cost of each phase as follows:**
 1. Phase one – \$10,932.19
 2. Phase two - \$9,650.34
 3. Phase three - \$6,332.07
 4. Phase four - \$9,815.95
 - **Total \$36,721.55**

- **Biddeford Painting** (Biddeford Me.) - **The contractor broke the project into five (5) phases and listed the cost of each phase as follows:**
 1. Phase one - \$7,937.00
 2. Phase two - \$11,776.00
 3. Phase three - \$10,867.00
 4. Phase four - \$1,985.00
 5. Phase five - \$3,466.00
 - **Total \$36,031.00**

The Fire Department is recommending the bid be awarded to Biddeford Painting of Biddeford, Maine. Biddeford Painting was the lowest bid and met the requirements of the bid. They are honoring the prices submitted in the bid for FY25 and FY26. It is acknowledged by the bidder that any funds for FY26 will need to go through the FY26 budget process and approval of the appropriate committees and City Council.

It is the intent of the Fire Department to complete phase #1 and phase #2 of the painting project in FY25. The total cost for both phases is \$19,713.00. Even though phase #2 is listed second in the bid, this phase would be the first to be accomplished and then phase #1 would be second and would be based on available funds in the Building Repair/Maint. Exp. account 21141-60450. This line carries a cost for painting of \$13,500. The balance of \$6,213 will come from department cost savings within the budget line. If savings are not realized the second project will not move forward.

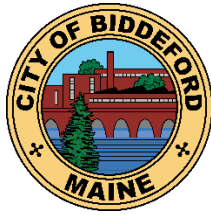
Funding Source:

The amount being requested is \$19,713.00. The budgeted line item for painting is \$13,500 from 21141-60450. The balance of \$6,213 will come from department cost savings within the

budget line. If savings are not realized the second project will not move forward.

Staff Recommendation:

Recommendation that the bid be awarded to Biddeford Painting of Biddeford, Maine and approval be given to spend up to \$19,713.00 in FY25 on interior painting.



Biddeford Fire Department Review of Bids for Central Fire Station Painting Project



October 2024

Introduction

The Biddeford Fire Department requested bid proposals from qualified contractors for the painting of the interior of the fire station. The request outlined specifications to be met by each of the contractors that best met the need for the project. The request was posted on the city website for 30 days and specified the date and time all bids were to be submitted no later than September 30th at 02:00pm.

Results of the bids received

Three (3) contractors submitted bids for the painting project, the following are the names of the contractors and their proposals:

- **Copia Specialty Contractors, Inc.** (Bangor Me.) - **This contractor submitted a one lump sum for the entire project after being instructed to separate the project into phases.**
 - Total **\$235,000.00**
- **G Painting and Services** (Portland Me.) - **The contractor broke the project into four (4) phases and listed the cost of each phase as follows:**
 - Phase one – \$10,932.19
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 - **Total \$36,721.55**
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 - Phase one - \$7,937.00
 - Phase two - \$11,776.00
 - Phase three - \$10,867.00
 - Phase four - \$1,985.00
 - Phase five - \$3,466.00
 - **Total \$36,031.00**

After reviewing all three bids, it is the recommendation that **Biddeford Painting** be awarded the contract for this project.

Attached are copies of all three bids submitted.

Respectfully submitted,

Deputy Chief Kenneth Thorpe

Name and Physical Address:
Deputy Chief Ken Thorpe
Biddeford Fire Department
152 Alfred St
Biddeford, Me 04005

Email:
Kenneth.thorpe@biddefordmaine.org
Phone: 12072826632
Date: September 3, 2024

Dear Deputy Chief Thorpe,

Here is the estimate for the interior painting of the Biddeford Fire Department.

The areas discussed:

Phase 1)

Apparatus Bay from Red Line down to floor. Red line to stay. Scrape spalling from cinderblock in-between bay doors. Apply LOXON concrete sealer to cinderblock. If Spalling goes deep into the cinderblock, we may have to contract with a Mason to repair the block. We will not know until we have removed the layer of paint.

Stairwell leading to supplies area stopping at the top of the stairs. Walls, wall skirts and handrails.

Phase 2)

Entryway and Lobby- walls, trim, and painted doors.

Classroom-walls, trim, and painted doors.

Conference Room- walls, trim, and painted doors. Keep Red Accent wall.

Conference Area Hallway- walls, trim, and doors.

Office- walls, trim, and doors. Keep Red Accent wall.

Chief's Office- walls, trim, and painted doors. Keep Red Accent wall. Paint Black cabinets and radiators.

Captain's Office- walls, trim, and painted doors including inside closet.

Phase 3)

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Main Stairwell- walls, wall skirts and rails

Upstairs hall/ Kitchen/ Dining Room/ Gym- walls, trim, and painted doors.

Bathroom- walls and door.

Locker Room-walls, trim, and painted doors.

Option Phase 4)

Pole Hole Corridor- walls and trim no doors.

Bedroom Corridor- walls and trim no doors.

TV Corridor-walls and trim no doors.

Option Phase 5)

Rare Stairwell- walls, wall skirts and handrails.

Scope of work to be completed:

- Protect floors with drop cloths or plastic.
- Post wet paint signs and utilize orange cones & caution tape when necessary.
- Remove outlet covers and all hardware from walls.
- Fill all holes with shrink-free spackling.
- Caulk all cracks with SW 1050 45-year latex caulk.
- Repair any failed drywall tape.
- Sand all walls before painting.
- We will paint the wall color over the existing vinyl cove- base to the floor.
- Apply 2 coats of premium paint to walls. We will use Benjamin Moore, Scuff X, eggshell paint on all walls.
- Apply 2 coats of premium satin latex paint to all trim including doors listed. * We will use Benjamin Moore, Scuff X, satin paint to all trim.
- All work is to be completed to PCA (Painters Contractors Association) standards.
- Owner's choice of colors.

Total cost of labor and materials to complete: \$36,031.00

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Phase 1) \$7,937.00

Phase 2) \$11,776.00

Phase 3) \$10,867.00

Phase 4) \$1,985.00

Phase 5) \$3,466.00

* Some colors and sheens may require additional coats. When covering a color with white or other light colors, two or three coats may need to be applied. If so, we will discuss this as soon as we encounter the issue.

MATERIALS SUPPLIED: Biddeford Painting will supply all paint and products required for the project. We use paints and products extensively field tested by our team. We know how these products behave and how to use them effectively. We don't introduce products that we haven't personally used or tested into our processes. Customer Initials: _____

SCOPE OF WORK: The scope of the work to be performed is detailed in this estimate and includes only work detailed in this estimate. If there is additional work you think should be included, please contact us immediately for an estimate revision. Once the estimate is accepted, additional requested work will be subject to an additional charge. Customer Initials: _____

APPROXIMATE SCHEDULING: All dates provided for work to be completed/started are good faith estimates. Work may be affected and is subject to change due to delays caused by occurrences beyond Biddeford Painting's control, including but not limited to, material selections by Customer, material shortages, inability to secure materials, loss or damage from fire, flood, wind, earthquake, hurricane, and all other weather-related events or acts of God. Customer Initials: _____

PAYMENT METHODS AND POLICIES: We offer payment methods by cash, check, or credit card. We do not discount for cash or check; however, we do add an additional fee for credit card processing.

Checks are to be made out to the order of Biddeford Painting and mailed or dropped off at:

Commercial · Residential · Industrial

www.biddefordpainting.com · kim@biddefordpainting.com

48 Elm Street, Biddeford, Maine 04005. Our offices are in the blue part of the building behind Sevens Barber shop. There is a mail slot next to our door. Our door is located on the side of the building next to the three garage bay doors.

Cash is to be given directly to Kimberly Cochrane or brought into the offices at Biddeford Painting.

Credit Card payments are welcome. All deposits paid by credit card will be invoiced at the exact amount specified in your estimate (3.5% processing fee will be waived). You will be sent additional invoices via QuickBooks with a link to pay your invoice. Any invoices paid via credit card will incur an additional processing fee of 3.5% of the stated amount.

Customer Initials _____

We will submit progress payments as each section is completed or in 25% increments. We do not require a deposit. Work can be completed according to Fire Chief's Schedule. We schedule all work on a first accepted first served basis. We cannot make guarantees due to the weather. Please call me if you have any questions (207) 282-9093.

Thank you,

Kim Cochrane

Payment due on completion of job. Any amounts not paid when due shall bear interest at the rate of 1.5% per month and the customer shall be liable for all costs of collection, including attorney's fees.

Upon request we can supply Certificates of Workers Compensation, and General Liability Insurance.

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/29/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Paquin & Carroll, LLC 260 Main St. P.O. Box 356 Biddeford ME 04005	CONTACT NAME: Kelli Locke, CISR PHONE (A/C, No, Ext): (207) 283-1486 FAX (A/C, No): (207) 283-4258 E-MAIL ADDRESS: klocke@insurancepc.com																					
INSURED Biddeford Painting Inc 48 Elm St 48 ELM ST Biddeford ME 04005	<table><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A:</td><td>MMG Insurance Company</td><td>15997</td></tr><tr><td>INSURER B:</td><td>Maine Employers Mutual Ins Co</td><td>11149</td></tr><tr><td>INSURER C:</td><td></td><td></td></tr><tr><td>INSURER D:</td><td></td><td></td></tr><tr><td>INSURER E:</td><td></td><td></td></tr><tr><td>INSURER F:</td><td></td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	MMG Insurance Company	15997	INSURER B:	Maine Employers Mutual Ins Co	11149	INSURER C:			INSURER D:			INSURER E:			INSURER F:		
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INSURER F:																						

COVERAGES

CERTIFICATE NUMBER: 24-25 WC Update

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC OTHER:			SC10917823	01/15/2024	01/15/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 250,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO OWNED AUTOS ONLY HIRED AUTOS ONLY SCHEDULED AUTOS NON-OWNED AUTOS ONLY			KA10917823	01/15/2024	01/15/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Uninsured motorist \$ 1,000,000
A	☒ UMBRELLA LIAB EXCESS LIAB DED ☒ RETENTION \$ 10,000 OCCUR CLAIMS-MADE			KU10917823	01/15/2024	01/15/2025	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N Y	N/A		1810119280	09/01/2024	09/01/2025	PER STATUTE E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

In regards to General Liability, City of Biddeford is an Additional Insured when required by written contract, written agreement or permit.

CERTIFICATE HOLDER

CANCELLATION

City of Biddeford PO Box 586 Biddeford ME 04005	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Kelli E. Locke</i>
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Kimberly Cochrane
48 Elm Street, Unit 2
Biddeford, Maine 04005
207.282.9093

City of Biddeford Fire Department
c/o Deputy Fire Chief Kenneth Thorpe
152 Alfred Street
Biddeford, Maine 04005

September 3, 2024

Deputy Fire Chief Thorpe,

At Biddeford Painting, we take pride in our longstanding commitment to quality and customer satisfaction, a tradition that has been passed down through two generations of ownership. As a local painting company founded in 1975, we are dedicated to ensuring our work is executed with the utmost attention to detail and compliance with all relevant standards.

Our approach to fulfilling the Scope of Work is designed to ensure high-quality results while maintaining a clean and organized jobsite. Here is our proposed approach, including our plan for site management and detailed information on the cost for the Scope of Work defined in this Request for Bids.

Proposed Approach to Accomplish the Scope of Work

1. Jobsite Maintenance:

- **Daily Clean-Up:** Our team will ensure the jobsite is maintained in a clean and organized manner at the end of each workday. This includes removing all trash, debris, refuse, and garbage generated during the painting process.
- **Waste Management:** All waste materials will be removed from the job site daily.
- **Site Organization:** We will keep the jobsite organized to ensure safe and efficient operations. Tools and materials will be neatly stored and accessible, reducing potential hazards and minimizing disruptions.

2. Work Hours and Coordination:

- **Scheduled Work:** Painting services will be conducted during the specified hours of 8:00 a.m. to 5:00 p.m., Monday through Friday, with no work performed on weekends or holidays unless special arrangements are made.
- **Daily Communication:** Our contractors will check in with the City's representative each day to confirm the areas of work. At the end of each day, we will clearly mark areas with fresh paint to avoid contamination or damage.
- **Inspection:** The City's representative will perform daily inspections, or as needed, to ensure that the work meets the agreed standards.

3. Confidentiality and Compliance:

- **Adherence to Laws:** We will comply with all state, federal, and local laws regarding confidentiality. We will safeguard confidential information as outlined in the contract, ensuring that all staff are aware of confidentiality requirements and potential penalties for violations. Biddeford Painting agrees that it, its officers, employees and agents will be bound by the above confidentiality laws and we will establish procedures for safeguarding the information as may be applicable.
- **Experience with Confidentiality and Compliance:** We have worked at FMI, General Dynamics, Wells School Department, Saco Police Department, Saco Fire Department, to name a few, and are well versed in minding our own business.

4. Indemnification:

- Biddeford Painting agrees to indemnify and hold the City of Biddeford and its employees harmless from claims, demands, suits, causes of action, and judgments arising from the Company's actions or performance and the actions or performance of its employees and subcontractors.

5. Employment Practices:

- **Craftsmen Benefits:** All employees of Biddeford Painting are W-9 with full benefits, including health, dental, short term, long term & vision insurances, retirement match contributions, and paid holidays and paid time off (PTO).

6. Payment schedule:

- We will submit progress payments as each section is completed or in 25% increments. We do not require a deposit. We will not invoice for work that has NOT been completed. Work can be completed according to the Fire Chief's Schedule.

At Biddeford Painting, we understand the importance of minimizing disruption to the City of Biddeford Fire Department's daily operations. Our approach to the project timeline is designed to ensure a smooth and efficient process while respecting the Department's busy schedule.

7. Area Scheduling and Coordination:

- **Collaboration:** We will work closely with the Fire Department to determine the best times and areas for painting to minimize disruption to daily activities. Our team will align with the Department's operational needs and preferences.

- **Sequential Work:** Once we begin painting in a specific area, we will remain focused on completing that area before moving to another. This approach ensures that each area is finished thoroughly and efficiently without unnecessary interruptions or delays.
- **Preparation and Transition:** While one area is being painted, we will start preparing the next area for painting. This preparation will include surface cleaning, masking, and other necessary tasks to ensure a seamless transition between areas.
- **Minimizing Disruption:** Work Scheduling: We will perform painting tasks during normal business hours (8:00 a.m. to 5:00 p.m., Monday through Friday) to avoid any disturbance to the Fire Department's operations. Special arrangements will be made if any work outside these hours is required.
- **Communication:** Daily Updates: Our team will provide daily updates and coordinate with the City's representative to ensure that work progresses as planned and to address any concerns promptly.

8. Factors Influencing Timeline:

- **Weather Conditions:** Inclement weather could impact the scheduling of painting tasks. We will monitor weather forecasts closely and adjust our schedule as necessary to accommodate any delays caused by adverse conditions.
- **Employee Health:** The health and safety of our employees is a top priority. Should any unforeseen health issues arise, we will manage staffing to ensure continued progress while maintaining our quality standards.
- **Holidays:** We will account for any public holidays that may fall within the project timeline and plan work accordingly to avoid delays.
- **Access to Areas:** Any limitations or changes in access to certain areas of the building will be addressed promptly. We will coordinate with the Fire Department to ensure that access issues are resolved quickly to keep the project on track.

9. Warranty

- **Duration:** Interior paint warranty of five years, however the paint job should last a lot longer.
- **Coverage:** We guarantee the paint will not peel, crack, or fade under normal conditions. The warranty does not cover issues from excessive moisture or damage from furniture and other objects.
- **Conditions:** To keep the warranty valid, please wait 30 days for the paint to fully cure before placing artwork back on the walls. Please do not apply tape or sticky substances to the walls as this will cause the paint to peel.

- **Claims Process:** If you encounter a problem, please contact us and we will meet at your earliest convenience to review the issue.
- **Exclusions:** Warranty excludes damage from extreme conditions (like heavy traffic, moisture, water leaks or harsh chemicals).

10. Insurance:

- Please see insurance documentation located in this packet.

By adhering to this timeline and approach, we aim to complete the project efficiently while respecting the Fire Department's operational needs and maintaining a high standard of workmanship. If there are any specific scheduling preferences or additional requirements, we are flexible and ready to accommodate them to ensure a successful project outcome.

We anticipate that the painting project will take between 14 and 16 business days to complete. To ensure efficient progress and adherence to the project schedule, we will deploy 2 to 3 painters on-site daily. Our approach is designed to balance quality workmanship with minimal disruption to the City of Biddeford Fire Department's daily operations.

Please let me know if you have any questions or concerns regarding this Request for Bid. I can be reached at 207-282-9093 or kim@biddefordpainting.com

Respectfully submitted,



Kimberly Cochrane-Coleman
Owner/ President, Biddeford Painting



September 30, 2024

Quote 24306

City of Biddeford Central Fire Station
152 Alfred Street
Biddeford, ME 04004

RE: Painting Project

Copia Specialty Contractors, Inc. is pleased to provide our quotation for the painting on the interior areas of the Central Fire Station project located in Biddeford, ME as outlined in our quotation below. Our quotation is based on the information provided by the RFQ and site visit.

Provided in our quotation, we will perform up to for one mobilization and demobilization (not including our storage) on site and will provide all the equipment, materials, supplies and labor necessary to perform the following items done in 4 phases:

Phase 1

Lobby A –

- Patch repairs around handrail trim, and other areas not yet identified
- Paint walls White, paint trim Black, Black cove base around all walls.

Lobby B –

- Some drywall repair
- Paint walls White, paint trim Black, Black cove base around all walls.

Main Office –

- Some drywall repair
- Paint walls White, paint trim Black, Black cove base around all walls.
- Radiators to be painted to match wall color
- Paint Red in alcove (150 FT²)

Chiefs Office –

- Some drywall repair
- Paint walls White, paint trim Black, Black cove base around all walls.
- Radiators to be painted to match wall color
- Paint Red cabinet doors Red (100 FT²)

Ass. Chiefs Office –

- Some drywall repair
- Paint walls White, paint trim Black, Black cove base around all walls.
- Radiators to be painted to match wall color

Conference Room –

- Some drywall repair (more repair around windows)
- Paint walls White, paint trim Black, Black cove base around all walls.
- Radiators to be painted to match wall color
- Paint Red cabinet doors Red (100 FT²)

Hall –

- Some drywall repair
- Paint walls White, paint trim Black, Black cove base around all walls.

Training Room (Large Room)–

- Some drywall repair
- Paint walls White, paint trim Black, Black cove base around all walls.

Deputy Chief –

- Some drywall repair
- Paint walls White, paint trim Black, Black cove base around all walls.
- Radiators to be painted to match wall color

Phase 2

- Apparatus –
- Prep and paint all block walls in area
- 4 colors – Light grey around top, 8” red stripe around middle, Dark grey around bottom, Paint
- Prep and paint only solid doors
- 2 utility closets and 2 bathrooms to be painted
- Do not paint Bio Room
- Area 300 ft² not getting paint (Mirrors that are used for training.
- Provide more durable paint (120 ft²), area located under training door.

Phase 3

Stairwell 1 –

- Some drywall repair
- Paint walls White, paint trim Black, Black cove base around all walls, paint handrail and trim along both stairs.
- Paint throughout all the dining area, gym area and all doors.
- 1 utility room
- Paint along hall that goes through (adjacent to bedrooms) and back staircase 2

Phase 4

Bedrooms –

- 11 bedrooms, paint and caulk some drywall repair
- All Doors
- Paint walls White, paint trim Black, Black cove base around all walls.

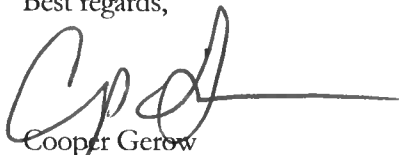
Clarifications and/or others to provide:

- Others should provide sanitary facilities, electrical service, parking for one vehicle plus trailer and site disposal of waste materials.
- **All work to be completed per PCA standards.**
- The fire department will remove all labels, fixtures (not to be painted), pictures, etc..
- We exclude the cost for necessary permits, outside inspection, bonding, weekend or night work, and heat for post cure.
- The installation temperature should be 65-85° F for best results and day light hour work.
- Project work area to be free of all other trades, personnel, traffic, and moveable equipment prior to Copia's arrival and for a period of 12 hours after Copia's departure.
- All items and equipment will be removed from the areas prior to Copia's mobilization to the site.
- The customer is responsible for any post installation protection, if required.
- The acceptance of the proposal is conditional to agreement with Copia for reasonable terms and conditions. Note the attached General Terms and Conditions.

Lump sum price: \$235,000.00 (two hundred thirty five thousand dollars and no cents)

Thank you for the opportunity to provide you with this proposal and look forward to working with your firm on any upcoming projects requiring professional coating services. If there are items which are ambiguous or some which you feel were absent, please call us and we will make the necessary changes.

Best regards,



Cooper Gerow
Project Manager/Estimator
Copia Specialty Contractors Inc.

STANDARD TERMS & CONDITIONS

Copia Specialty Contractors Inc. provides the following cost considerations, terms and conditions as part of every coatings project we enter into an agreement to perform. Significant time and effort goes into the estimation of the bid on every project resulting in a limited time to prepare the proposal and review "Industry Standard" scope, conditions and expectations. It is our goal to provide professional, cost-efficient coating services to our clients with as little impact to project schedule as possible. By utilizing the following standard considerations for mutual acknowledgement and acceptance, we feel everyone involved in the project will benefit with informed and practical terms.

- Execution of this quotation constitutes Copia Specialty Contractors, Inc. a notice to proceed.
- All change orders are to be signed in advance before any extra work is to commence. The parties agree that no oral modification of this agreement shall have any force or effect.
- A 48-hour notice is required for back charge items. Any item that is corrected without this 48-hour written notice to Copia Specialty Contractors, Inc will not be eligible for back charge and will be the Buyer's responsibility.
- Copia Specialty Contractors, Inc. will not accept any back charge that is greater than the replacement value of the rework item. In addition, under no circumstance will we accept any back charge that is valued more than the original quoted price.
- All pricing is based on information received prior to the proposal date. Any alteration or deviation from information received prior to proposal date involving extra costs will be executed only upon written orders and will be extra.
- Any controversy or claim arising out of or relating to the contract, or breach thereof, shall be settled by mediation/arbitration in accordance with the Construction Industry Arbitration rules of the American Arbitration Association.
- This contract shall be interpreted in all respects under the laws of the State of Maine.
- This agreement is contingent upon strikes, accidents, or delays beyond our control such as but not limited to war, fire, unusual weather conditions, delays in approval of scope of work or changes to scope, etc.
- Payment terms will be as follows:
 - Work progress billed month net 20 days with 0% retainage
 - Interest will accrue at 1.5% per month on accounts over 30 days. Collection costs and reasonable attorney fees will be added to the account.
- Prices exclude the following: all taxes, bid bonds, performance bonds, permits and allowance associated with penalties or liquidated damages.
- This proposal may be withdrawn or modified by us if not accepted within 30 days and the total liability of Copia Specialty Contractors, Inc. to the buyer or owner under this contract is limited to the total contract price.
- If any changes or additions are required in the scope or work due to changes in laws, rules, regulations, and orders made subsequent to the date Copia Specialty Contractors, Inc. submits its quotation amount, the Buyer shall pay Copia Specialty Contractors, Inc. standard billing rates to comply with such changes.

Project Bid

Date: 9-24-24

Company	Customer
G Painting and Services 24 Preble St. 3 rd Floor Portland, ME 04101 gpaint30@gmail.com 207-272-8192	City of Biddeford Fire Department Attn: Kenneth Thorpe -Deputy Fire Chief 152 Alfred Street Biddeford, Maine 04005 kenneth.thorpe@biddefordmaine.org 207-282-6632

PHASE ONE:

Summary of projects: This project includes the interior painting of two walls in Lobby 1 and all of the walls in Lobby 2 with outlet area, the Chief Room, the Assistant Chief Room, the Office Conference Room, the hallway, the Training Room and the Deputy Room. The project includes the painting of 8 doors and the replacement of the trim in each room. All work is to be completed to PCA (Painters Contractor Association) standards. Paint color will meet Fire Department's choice

Service/Item	Description	Unit Price	Total
Materials	-Plastic tarps -Caulking -Tape -Joint compound -Sand paper -Premium wall paint -Wall primer -Premium satin latex trim paint -Drywall tape -Cove base trim	Material price: \$632.22 Paint price: \$1,151.77	\$1,783.99 5% Taxes: \$89.20
Labor	-Project set up including the covering of floors with drop cloths or plastic, removal of outlet covers and hardware from walls. -Filling all holes with spackle or drywall compound. -Caulking of all cracks with latex caulk. -Repair dry wall tape as needed and sand all walls before painting. -Apply primer and 2 coats of premium paint to walls. -Apply 2 coats of premium satin latex paint doors. -Replace plastic trim in each room. -Remove all trash and debris daily. -Project clean up.	Lobby 1: \$500.00 Lobby 2: \$500.00 Chief Room: \$800.00 Assistant Chief: \$800.00 Conference Room: \$1,600.00 Hallway: \$1,200.00 Training Room: \$2,000.00 Deputy Room: \$800.00 Doors: \$700.00 Project set up and take down: \$150.00	\$9,050.00
Total:			\$10,923.19

PHASE TWO:

Summary of projects: This project includes the interior painting of the walls in the Apparatus Bay room and the lavatory. All work is to be completed to PCA (Painters Contractor Association) standards. Paint color will meet Fire Department's choice

Service/Item	Description	Unit Price	Total
Materials	-Plastic tarps -Caulking -Tape -Joint compound -Sand paper -Premium wall paint -Drywall tape -Cove base trim	Material price: \$582.54 Paint price: \$ 1,036.83	\$ 1,619.37 5% Taxes: \$80.97
Labor	-Project set up including the covering of floors with drop cloths or plastic, removal of outlet covers and hardware from walls. -Filling all holes with spackle or drywall compound. -Caulking of all cracks with latex caulk. -Repair dry wall tape as needed, scraping and sand all walls before painting. -Apply 2 coats of premium paint to walls. -Replace plastic trim in each room. -Remove all trash and debris daily. -Project clean up.	Apparatus Bay: \$7,500.00 Lavatory: \$300.00 Project set up and take down: \$150.00	\$7,950.00
Total:			\$9,650.34

PHASE THREE:

Summary of projects: This project includes the interior painting of the walls in the entryway from the Apparatus Bay with hall and stairway, the kitchen, the dining area, the gym, the second-floor hallway, and the utility room. The project includes the replacement of the trim in each room. All work is to be completed to PCA (Painters Contractor Association) standards. Paint color will meet Fire Department's choice

Service/Item	Description	Unit Price	Total
Materials	-Plastic tarps -Caulking -Tape -Joint compound -Sand paper -Premium wall paint -Drywall tape -Cove base trim	Material price: \$515.88 Paint price: \$609.90	\$ 1,125.78 5% Taxes: \$56.29
Labor	-Project set up including the covering of floors with drop cloths or plastic, removal of outlet covers and hardware from walls. -Filling all holes with spackle or drywall compound.	Entryway: \$600.00 Stairway: \$1,200.00 Kitchen: \$600.00 Dining room: \$700.00 Gym: \$700.00	\$5,150.00

Form updated on: 10-4-19

	-Caulking of all cracks with latex caulk. -Repair dry wall tape as needed and sand all walls before painting. -Apply 2 coats of premium paint to walls. -Replace plastic trim in each room. -Remove all trash and debris daily. -Project clean up.	Hallway 2 nd floor: \$600.00 Utility room: \$600.00 Project set up and take down: \$150.00	
		Total:	\$6,332.07

PHASE FOUR:

Summary of projects: This project includes the interior painting of the walls in eleven bedrooms on the second floor and the back stairway. The project includes the replacement of the trim in each room. All work is to be completed to PCA (Painters Contractor Association) standards. Paint color will meet Fire Department's choice

Service/Item	Description	Unit Price	Total
Materials	-Plastic tarps -Caulking -Tape -Joint compound -Sand paper -Premium wall paint -Drywall tape -Cove base trim	Material price: \$594.78 Paint price: \$991.84	\$1,586.62 5% Taxes: \$79.33
Labor	-Project set up including the covering of floors with drop cloths or plastic, removal of outlet covers and hardware from walls. -Filling all holes with spackle or drywall compound. -Caulking of all cracks with latex caulk. -Repair dry wall tape as needed and sand all walls before painting. -Apply 2 coats of premium paint to walls. -Replace plastic trim in each room. -Remove all trash and debris daily. -Project clean up.	Price per room: \$500.00 Back stairway: \$2,500.00 Project set up and take down: \$150.00	\$8,150.00
		Total:	\$9,815.95



Finance Committee

Meeting Date: November 7, 2024
Meeting Time: 5:00 PM
Agenda Item No: 4.b
Item Description: Approval/Lease Purchase of New Rear Packer Waste Truck
Submitted By: Jeff Demers, Public Works Director

Supporting Information/Documentation:

202401107 2024.179 Authorization - Lease Purchase of Waste Packer - ORDER, Sourcewell Quote - City of Biddeford ME 10-17-24, City of Biddeford MSW Collection Proposal

Key Terms:

Automated Waste Truck - a top loading waste truck capable of curbside collection of bins without the operator exiting the vehicle.

Rear Packer Waste Truck - a rear loading waste truck requiring hand-loading of bins, overflow, and bagged leaf waste. The vehicle also has the added capability to empty dumpsters.

Executive Summary:

The Public Works Department is requesting that Finance (and then City Council) authorize the lease purchase of a new rear packer waste truck to replace the 2017 Freightliner rear packer.

This vehicle is a spare but has been placed into full-time service due to the loss of an automated waste truck. Replacement of the automated truck has been authorized by the City Council, but delivery is not expected until July 2025. Delivery of a new rear packer waste truck is anticipated to be mid-December 2024. The 2017 Freightliner will remain in the fleet as a spare until the automated truck is received. At that time the vehicle will be sold to maintain the current vehicle count.

Detailed Review:

The Public Works Department is requesting that Finance (then City Council) authorize the lease purchase of a rear packer waste truck to replace the 2017 Freightliner rear packer currently in use. This request is one fiscal year ahead of the planned request. As you may recall, the City experienced the loss of its latest automated rear packer due to fire in July of this year. The Council authorized the replacement of this vehicle at the October 1, 2024 regular meeting (Order 2024.157). The city received an insurance settlement in the amount of \$396,000 leaving a balance of \$21,220.40. The balance was directed to be paid out of the FY25 CIP appropriation. Delivery of the vehicle is expected in July 2025. In the absence of this

automated truck, Public Works has placed the 2017 Freightliner into full-time use. This vehicle is currently used as a spare.

The 2017 Freightliner rear packer has 11,837 hours of use and the back box is very rusted and leaks liquid garbage from trash collection on the roadway. At this time, Public Works does not have any option but to continue to run this truck. Staff did reach out to Casella for a quote to do the daily run if needed. The service is an estimated \$3,500.00 per day or \$69,327.25 per month. Please see the attached document labeled Casella.

The absence of the automated truck and reliance on the 2017 Freightliner leaves waste collection operations with no redundancy. Having no spare truck in case of a breakdown or for additional help with collection during heavy load days, for instance, holidays, etc., causes the need for double runs on any given day. This accelerates wear on the 2017 Freightliner rear packer and also causes delays in collection times. Staff had planned to ask the City Council to replace the 2017 Freightliner as part of the 2025/2026 budget process, but thought it would be in the best interest of the city to request this waste truck early to avoid any unforeseen issues as best we can. If the lease purchase is authorized, Public Works can expect delivery mid-December 2024 if the order is placed this week. The date will move based on the actual order date. The discrepancy between delivery dates of the rear packer and the automated truck is due to the complexity of the automated vehicle. Public Works recommends having a rear packer in the fleet otherwise the City will no longer have the ability to empty dumpsters or perform bagged leaf collection. The rear packer is designed for this type of activity.

Operational issues aside, staff also looked at a new automated third truck; both diesel and electric. Electric is estimated at \$750,000 without charging station. Staff does not have quotes at the time of this document being prepared for diesel. Quotes should be available at the time of the meeting.

If the lease purchase is authorized Public Works anticipates the rear packer to cost approximately \$304,420. The estimated monthly payment for a 7-year lease would be approximately \$4,161 at 4% interest. The lease terms would be negotiated to obtain the best rate possible.

Once the new rear packer arrives, if authorized, Public Works will return the 2017 Freightliner rear packer to spare status. Once the new automated waste truck arrives in July the 2017 Freightliner rear packer will be sold maintaining the fleet at the current number of three (3) vehicles.

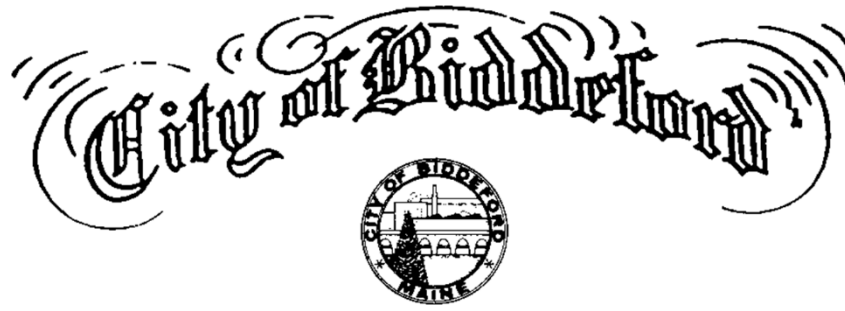
If the lease purchase is not authorized, the 2017 Freightliner will remain in use full-time until the new automated truck arrives in July and will remain in the fleet as a spare until removed or replaced. If the 2017 Freightliner should break or is otherwise required to be taken out of service the City would likely need to contract with Casella for some duration in order to continue to service the community.

Funding Source:

Public Works requests authorization for the lease purchase of a rear packer waste truck in the amount of \$304,420. This results in a monthly lease of approximately \$4,161/month for a 7-year lease at 4% interest. The 2017 Freightliner rear packer would be sold once the new rear packer arrives.

Staff Recommendation:

Staff recommends the purchase of a new rear packer waste truck to replace the existing 2017 Freightliner rear packer. Public Works is currently down one waste truck until July 2025. Staff will be available for any questions.



2024.179

IN BOARD OF CITY COUNCIL...November 7, 2024

BE IT ORDERED, that the City Manager be authorized to purchase one (1) Peterbilt Leach 2R-III series waste truck as per price estimate dated 10/21/2024 from Sanitary equipment Co. Inc., an Authorized Representative for Labrie and may pay the Vendor an amount not to exceed \$304,419.02 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 \$304,419.02
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 \$304,419.02, (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 November 7, 2024. The lease-purchase of this item is not included in the FY25 Budget. Any cash requirements will come from operational savings during the FY25 Budget year.



175-B Route Marie-Victorin
Lévis, Quebec
G7A 2T3
1-800-463-6638
fax: 418-831-5255



Contract #091219-LEG

Client: Sanitary Equipment Co., Inc.
Contact: Sean Murphy
Address: 25 Industry Drive
West Haven, CT 06516
Phone/Fax: 203-933-9599 / 203-933-4271
Distributor: Sanitary Equipment Co., Inc.

User: Biddeford, ME City of – AURH (21653A Rev3)
Contact: Joe Lovejoy - Jerry Court
Address: 371 Hill Street
Biddeford, ME 04005
Phone/Fax: 207-282-1579 / 207-286-9395
Price List: 2025-A

Shipping address if different from above: Picked up by Sanitary Equipment
Chassis delivery: Canada: 175-B route Marie-Victorin, Lévis, QC, Canada G7A 2T3

DESCRIPTION					Price
Model:	Leach 2R-III	Capacity:	25yrd		\$97,930.00
Chassis MFR:	Peterbilt	Model:	548	Axle:	6 x 4
Engine:	PX-9, 300HP	Cab:	Conventional	Aux. Axle:	No
Transmission:	3000 RDS Series				
Driving config at del.:	LH drive only				
Chassis Dealer:	Peterbilt of Atlanta			S/N:	
Contact Email:	jusher@peteatlanta.com			WD #:	
Other:				Availability:	
Cab color:	White			Initials: _____	
Body color:	Omaha Orange				
Chassis color:	Factory black	Paint scheme:	Match cab:	NO	
Cart type:		Cart make:	Capacity:		
Position:		Size:			
Additional manuals:	0				
Cans and Tipper: _____					
	Perkins D6220 - 27K (2) American style				\$15,340
Hopper Area: _____					
	Chromium Carbide Packer Shoes and Rails				
	Packer Controls on Curbside				
Hydraulics: _____					
	JIC Hyd. Hoses w/Nylon Protective Sleeves				
	Muncie Hotshift PTO w/Overspeed Protection				
	Denison Single T6D Hyd. Pump				\$590
	Hyd. Tank Mounted In Body				
Accessories: _____					
	Broom & Shovel Holders				\$390
	(2) Standard Riding Steps & Standard TG Seal				
	1/4" Hardox 450 Ramp Liners				\$1,910
	12v Standard Electrical System - No Modules				
Camera: _____					
	Single Rear Camera System w/Heater & Shutter				\$3080
	Safety Vision 7" Color Monitor - Center Mounted				
Lighting: _____					
	LED Backup Lights Above Hopper Centered				\$890
	LED Hopper Work Light				\$410
	(4) Oval Amber Strobes Front & Rear of Body				\$1,480
	(1) Strobe Beacon Streetside w/Gaurding				\$660
	Body Painted to Match Biddeford Units				\$2,570
Warranty: _____					
	1 Year Standard Warranty				

Notes: Also INCLUDED in price (Supply by Sanitary Equip.): * Transport to City of Biddeford, ME from Labrie Quebec NET: \$6,000.00 USD * Pre-Delivery Inspection NET: \$500.00USD * Complete Reeving Winch Install with Controls, Latch and Ears.	
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Total (body, Chassis)	\$303,999.00
-2% Discount	\$6,079.98
Sub Total	\$297,919.02
PDI	\$500.00
Freight	\$6,000.00
Total net	\$304,419.02
FOB Biddeford, ME	Included
Fuel surcharge	\$0.00
Total net (unit)	\$304,419.02
Number of units	1
Grand Subtotal	\$304,419.02
Grand Total	\$304,419.02
Currency	USD (\$)

Labrie Rep./Francois Leblond

Terms	Body: Net 30 days Chassis (If applicable): Net on delivery for release of MSO
Weight Distribution	Quotes and pricing are subject to changes pending on WD analysis which can alter specs. Upon receipt of PO and chassis specs WD will be conducted and confirmation of acceptance will be issued.
Delivery	To be confirmed
Taxes	Not included
Disclaimer	It is the quoting distributor’s responsibility to verify the accuracy of this quote versus the specification for the body and chassis. Labrie Environmental Group will not be responsible for any price differential between this quotation and what is required by the provided specifications. Interest fees on past due account of 1.5% per month (18% annual). Price list subject to change at all times due to the steel price index. Labrie Environmental Group (LEG) does not accept floorplan charges, back charges, liquidated damages or third-party claims for any reason or cause, whether expressed or implied by specifications or other form of communication, including purchase order terms and conditions unless approved in writing by CEO or CFO at time of quotation. Labrie Environmental Group (LEG) and/or seller shall not be responsible for any failure to perform, or delay in performance of, its obligations resulting from the COVID-19 pandemic or any future epidemic.



ESTABLISHED 1975

July 5, 2024

City of Biddeford
Jeff Demers, Director of Public Works
Rocco DeLuca, Solid Waste Supervisor
371 Hill Street
Biddeford, ME 04005

Proposal for the Collection of Municipal Solid Waste- City of Biddeford

Dear Jeff and Rocco,

Pine Tree Waste, Inc, and wholly owned subsidiary of Casella Waste Systems Inc, ("Casella") is pleased to provide the City of Biddeford ("City") with a price proposal for the curbside collection of municipal solid waste. As the leading resource management company in the Northeast, we have nearly five decades of experience in collecting, hauling, and processing services, as such, we believe Casella is the most qualified partner to meet the City's material management needs.

In conjunction with Casella's longstanding environmental service expertise, Casella recovers over one million tons of recyclables and organic residuals for beneficial use each year. We are committed to working collaboratively with the City's to meet its goals; both environmentally and economically. We are committed to building a diverse workforce that is passionate about serving our customers, adhering to the highest ethical standards, complying with all state and federal regulations, all the while improving our communities and environment.

In addition to solid waste and recycling services, we often deploy education and other value-added services such as mattress recycling and new technology to our customers, as desired. Our proposal outlines the pricing for collection of municipal solid waste for a term of 5 years.

We feel that this proposal reflects our strong desire to continue our esteemed partnership. If at any time you have any questions, please feel free to reach me at (207) 604-4522.

Sincerely,

Chris McHale

Chris McHale
Market Area Manager

Scope of Services

Curbside Collection Services for Municipal Solid Waste

The City of Biddeford will continue to be serviced by our local hauling division located at 87 Pleasant Hill Rd, Scarborough, ME where our administrative offices and fleet vehicles are dispatched. Casella is fully equipped to provide and maintain equipment to service the City of Biddeford in addition to being fully qualified and licensed in accordance with all applicable Federal, State, and local laws. Our trucks are routinely serviced and inspected.

Disposal

All Municipal Solid Waste collected locally will be delivered to Casella's Westbrook Transfer station under the existing agreement.

Equipment

Casella would purchase two new Automated Side Load trucks to be able to collect the the City of Biddeford's MSW. Casella's short term solution is to rent two ASL trucks to be able to perform automated collection of MSW for the first two years, or until the new equipment arrives.

Our Team

Our local team takes pride in the service we deliver to our municipal customers. The City of Biddeford's Public Works Department and Officials will have a direct line to our local operations team to ensure any daily service issues are resolved promptly. Casella will have the following resources overseeing the contract and supporting the City's needs:

Chris McHale: Market Area Manager

Will provide general oversight for all aspects of this contract and ensure all of Gorham's expectations are exceeded by Casella.

✉ christopher.mchale@casella.com
📞 (207) 604-4522

Daniel Coombs: Operations Manager

Will provide direct operational management for all day-to-day hauling, operation, equipment, and maintenance service needs.

✉ daniel.coombs@casella.com
📞 (207) 387-3711

Chris Kanca: Operations Manager

Will provide direct operational management for all day-to-day hauling, operation, equipment, and maintenance service needs.

✉ christopher.kanca@casella.com
📞 (207) 572-0788

Talya Bent: Municipal Account Manager

Will serve as a primary point of contact for the contract and will ensure Casella fulfills the needs and goal objective set fourth by the partnership.

✉ talya.bent@casella.com
📞 (603) 327-9098

Price Proposal: Year 1

Curbside Collection of MSW:

\$69,327.25 per month

Proposal Terms

1. Pricing included in this proposal is **valid for 90 days** from submission date.
2. The term of this agreement is for five (5) years. Casella will need to hire additional drivers to perform MSW collection in Biddeford. Start date to be mutually agreed upon by Casella and the City.
3. Due to the currently backlog of trucks, Casella will use rental trucks for the first two years of the agreement, or until the new automated trucks arrive.
4. Fee will be increased annually on the anniversary of each year of the Term by a percentage equal to the greater of (a) 5.0% or (b) the year-over-year percentage change in the Consumer Price Index for Garbage and Trash Collection. Consumer Price Index increases for Garbage and Trash Collection will be based on the previous 12-month average. Reference is made to: <https://www.bls.gov/news.release/cpi.t02.htm>
5. Mutually Agreeable Fuel Surcharge: Contractor may assess a fee (the "Fuel Adjustor") on a monthly basis to cover increases in Contractor's costs caused by increases in the cost of diesel fuel over a floor price of \$4.25 per gallon (the "Floor Price") based on the listed average price for diesel fuel for the month of service, as set forth on the EIA Retail On Highway Diesel Prices index for New England PADD 1A (the "Index") or a successor index. Each month Contractor will assess a Fuel Adjustor whenever the average monthly Index fuel price listed for the month of service (the "Service Month Index Price") exceeds the Floor Price." The Service Month Index Price can be located on the internet at the following web site: <http://www.eia.gov/petroleum/gasdiesel/> and is listed in the spreadsheet link titled "full history". The Fuel Adjustor will be made according to the following formula:

$$((\text{Service Month Index Price} - 4.25) / 4.25) (10.1\%) (\text{Monthly Fee}) = \text{Fuel Adjustor}$$