



**City of Biddeford**  
**Finance Committee**  
June 2, 2026 at 5:00 PM  
City Hall Council Chambers & Teams

[Click to Join Teams Meeting Online](#)

Meeting ID: 275 522 063 747 88

Passcode: io3iu2PN

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+1 872-242-8054

Phone conference ID: 864 464 479#

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1. Call to Order
2. Approval of Minutes
  - 2.a 20260505 Finance Committee Meeting- Minutes
3. Signing of the Expenditure Warrant
4. Discussion/Approval
  - 4.a F2026.15 Berry Dunn
  - 4.b Fire Department Assistance to Firefighters Grant Opportunity Discussion
  - 4.c Approval of Public Works Paving Bids
5. Other Business
6. Adjourn

*City of Biddeford*  
**Finance Committee**  
**May 5, 2026 5:00 PM Council Chambers & Zoom**

Councilor Beaupre: Excused  
Councilor Lessard: Present  
Councilor Doughty: Present  
Mayor Lafontaine: Present

**1. Call to order**

**2. Approval of the Minutes**

Approved

**3. Signing of the expenditure warrant**

None

**4. Discussion/Approval**

**4.a SS4A Grant Award to Stantec**

City Engineer Chekan – presented the Federal Highway Grant for 5 Points Intersection. The City received 4 RFPs from reputable companies. First pay requisition due 7/1/26. 80% federal grant 20% City match of \$85,000. This will be a 2-year project. This is planning funding. Next round could be building funds.

Motion to accept proposal Councilor Doughty  
Second Mayor Lafountain  
Going to Council for approval

Unanimous

**4.b F2026.13 - Fire Dept. Transfer SCBA Replacement Reserve Account funds from account #21141-60452 to 002-22003-92113-32101**

Chief Best – Operating budget put \$30k in operating expenses to move to SBCA reserve account. Intent is for when it's time to replace in 15 years in 2037 there will be a reserve for purchase. The estimated cost is \$635k.

Councilor Lessard first  
Councilor Doughty second  
Unanimous

**4.c Quarterly Update — Fire Department Maine EMS Sustainability Grant #2**

Chief Best – 1<sup>st</sup> quarter of 2026 expended \$34,836.70. \$39K for closing grant for June 30. There is a remaining balance of \$11k. \$11,636 was spent in the first quarter for a ventilation training bundle from Lucas apparatus. \$1,950 was spent to send a member to an advanced EMT class.

## **5. Other Business**

### **5.a FY26 Period YTD Budget Report**

Councilor Lessard questioned a payroll line

## **6. Adjourn**

Councilor Beaupre: 5:24  
Second: Mayor LaFontaine

Unanimous



## Finance Committee

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**Meeting Date:** June 2, 2026

**Meeting Time:** 5:00 PM

**Item Description:** Berry Dunn Contract – Additional Funds Request

**Submitted by:** Gerry Matherne, Finance Director

**Supporting Information/Documentation:** *Berry Dunn Summary*

**Key Terms:**

N/A

**Executive Summary:**

Order 2025.25 approved authorizing Berry Dunn to assist staff with reconciling FY24 accounts in preparation for completing the FY24 Audit in the amount \$375,650. An additional \$50,000 was approved with Order F2026.04. I am requesting additional funding not to exceed \$40,000 to cover additional costs not accounted for.

**Detailed Review:**

In the original contract with Berry Dunn the areas of focus included cash reconciliation assistance. Due to lack of entries, erroneous entries, staff turnover, importing incorrect School files to combine with the City's financial, it was a larger task than anticipated. Berry Dunn spent more hours than planned on assisting with cash reconciliation. The additional funds are an estimate and will not exceed \$40,000.

**Funding Source:**

Due to the AP position elimination, there are savings to date of \$33,280.

Account #	21106-60105	\$33,280	21111-60797	\$6,720
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**Staff Recommendation:**

Staff recommends funding the additional audit cost.

**Executive Summary:**

This update reflects activity completed through May 27, 2026, for FY24 audit support services provided by Berry Dunn.

**Detailed Review:**

As part of the approval under Order 2025.25 and additional order F2026.04 authorizing Berry Dunn to assist staff with reconciling FY24 accounts in preparation for completing the FY24 Audit, it is an expectation that staff provide monthly updates on hours expended, amount billed and activity within the reporting period. This update covers activity through May 27, 2026. The table provided below summarizes hours, invoice amounts, remaining balance and activity.

**BerryDunn Summary**

Updated with Time Through


May 27, 2026

FY2023	FY2023		FY2024		Cash Recon		Inv Total
Invoice Date	Hours	Invoice Amt.	Hours	Invoice Amt.	Hours	Invoice Amt.	
7/31/2024	86.90	\$ 24,849.00					\$ 24,849.00
8/30/2024	167.30	\$ 43,412.00					\$ 43,412.00
10/9/2024	292.90	\$ 73,911.00					\$ 73,911.00
11/11/2024	232.50	\$ 59,929.00					\$ 59,929.00
12/12/2024	87.10	\$ 23,281.00					\$ 23,281.00
12/30/2024	137.20	\$ 35,314.00					\$ 35,314.00
2/10/2025	258.40	\$ 67,974.00					\$ 67,974.00
3/5/2025	231.70	\$ 54,517.00					\$ 54,517.00
4/16/2025	163.10	\$ 41,703.00	2.8	\$ 924.00			\$ 42,627.00
5/7/2025	70.70	\$ 19,126.00	40.2	\$ 9,978.00			\$ 29,104.00
6/13/2025			52.15	\$ 13,556.00			\$ 13,556.00
7/14/2025			87	\$ 21,818.00			\$ 21,818.00
8/11/2025			122.1	\$ 30,728.00			\$ 30,728.00
8/31/2025			79.61	\$ 19,699.00	78.70	\$ 19,393.00	\$ 39,092.00
10/10/2025			132.3	\$ 32,381.00	166.50	\$ 42,345.00	\$ 74,726.00
11/21/2025			149.6	\$ 36,012.00	92.50	\$ 22,830.00	\$ 58,842.00
12/10/2025			2.3	\$ 621.00	23.60	\$ 6,372.00	\$ 6,993.00
1/12/2026			10.6	\$ 2,656.00			\$ 2,656.00
3/11/2026			92.5	\$ 23,019.00			\$ 23,019.00
4/10/2026			67	\$ 16,610.00			\$ 16,610.00
5/19/2026			40.8	\$ 9,284.00			\$ 9,284.00

Total	1,727.80	\$ 444,016.00	878.96	\$ 217,286.00	361.30	\$ 90,940.00	\$ 752,242.00
Total Budget		\$ 443,187.00		\$ 282,650.00	(Includes Order # F2026.04)		\$ 725,837.00
Remaining		\$ (829.00)		\$ (25,576.00)			\$ (26,405.00)

FY24 Audit preparation activity completed to date by Berry Dunn and staff includes:  
Audit work in conjunction with CBiz. This includes reconciling the School funds and Wastewater fund.

# City of Biddeford



**F2026.15 THE FINANCE COMMITTEE ... JUNE 02, 2026**  
**BE IT ORDERED**, that the Finance Committee does hereby approve the expenditure for the following:

An additional \$40,000 to cover additional costs not accounted for to complete audit work that was approved in Order 2025.25 authorizing Berry Dunn to assist staff with reconciling FY24 accounts in preparation for completing the FY24 Audit in the amount \$375,650.

Funding Source: Line items 21106-60105 and 21111-60797

**Attest by:** \_\_\_\_\_  
Geraldine Matherne, Finance Director



## Finance Committee

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**Meeting Date:** June 2, 2026  
**Meeting Time:** 5:00 PM  
**Agenda Item No:** 4.b  
**Item Description:** Fire Department Assistance to Firefighters Grant Opportunity Discussion  
**Submitted By:** Lawrence D. Best, Fire Chief

### **Key Terms:**

Fire Department FEMA Assistance to Firefighters Grant Opportunity Discussion

### **Executive Summary:**

Recently the Fire Department received a Notice of Funding Opportunity (NOFO) from the US Department of Homeland Security (DHS) that the fiscal year 2025 Assistance to Firefighters Grant (AFG) Program project application period has opened up. The nationwide expected viable funding for the AFG program is \$291,600,000.00. It is anticipated the project application period will close on June 22, 2026, at 5:00pm. The project award date is anticipated to begin on August 31, 2026, and is expected to be completed no later than September 30, 2026. The project period of performance start and end dates have not been set by DHS yet. With regard to eligibility for the AFG, fire departments operating in the US are eligible to apply for an AFG. The project types that are allowable are, "operations and safety; vehicle acquisition, and regional projects." Based on the DHS AFG funding cost share calculator, the City of Biddeford falls in the 10% local cost share category. The 10% local cost share is when a fire department serves a jurisdiction of more than 20,000 residents, but not more than 1 million residents, the applicant shall agree to provide non-federal funds in an amount equal to and not less than 10% of the grant awarded.

The Fire Department is bringing this grant opportunity forward to the finance committee to have a discussion about the local cost share of 10%. The City would pay fully the cost of the project(s) and then be reimbursed 90% of the total cost. This cost has not been specially budgeted for FY27. However, there is an opportunity to use some of the FY27 Capital Projects Funds requested by the Fire Department to be the 10% match.

### **IMPORTANT DATES AND COST NOTES:**

The AFG project funding application period is open now and is scheduled to close on June 22,

2026, at 5:00pm. The anticipated start date for the AFG awards notifications is August 31, 2026, and is expected to be completed no later than September 30, 2026.

The AFG is a 90%/10% cost share. The City will pay for the project fully and then be reimbursed 90% of the total project. The local cost share amount is 10%, which is the amount the City would pay for the project(s).

The project(s) will not begin until official notification is received from the DHS about the status of the AFG grant. A positive award would then result in moving the project(s) forward through the City procurement process.

**Detailed Review:**

**BACKGROUND:**

Fire Department staff reviewed some of the operational equipment needs of the department and identified two projects that would fall within the scope of funding as outlined in the NOFO. After consulting with the City grant writer Christine Ohman, the Fire Department staff recommends moving forward with these two operational projects for an AFG project application. Christine Ohman has put together an estimated budget/AFG request to get us a starting point for this discussion. Please note, the estimated costs for these projects are just that, at this point, an estimation. As we work through the AFG project application, the actual costs will become better determined.

The first project is to replace the vehicle extrication tools that are carried on Special Hazards 34 at an estimated cost of \$154,234.56. The second project is to replace the six (6) LIFEPAK defibrillators that are used on the ambulances and certain fire apparatus at an estimated cost of \$650,445.80. The estimated City cost share for these two projects would be approximately \$65,044.58 total. (Attachment #1 - Project Cost Request Budget Worksheet).

In the FY27 Capital Project Budget request, the Fire Department submitted these two projects. The first project was to take a phased approach of replacing the vehicle extrication tools on Special Hazards 34. The estimated cost for this project in FY27 was \$45,415.00. The second project was to begin replacing the LIFEPAK Cardiac Monitor and Defibrillators. This was also a phased approach with the recommendation to replace one unit per year for the next 6 years at an estimated cost of \$62,954.00 per year. It would be the Fire Department staff's recommendation that these funds be set aside as the 10% local match if the AFG award is successful.

**IMPORTANT DATES AND COST NOTES:**

The AFG project funding application period is open now and is scheduled to close on June 22, 2026, at 5:00pm. The anticipated start date for the AFG awards notifications is August 31, 2026, and is expected to be completed no later than September 30, 2026.

The AFG is a 90%/10% cost share. The City will pay for the project fully and then be reimbursed 90% of the total project. The local cost share amount is 10%, which is the amount the City would pay for the project(s).

The project(s) will not begin until official notification is received from the DHS about the status of the AFG grant. A positive award would then result in moving the project(s) forward through the City procurement process.

**Funding Source:**

Estimated \$65,044.58. from the FY27 Capital Projects Budget for the 10% Local Cost Share. The total project cost would be paid from the Capital Projects budget and then 90% would be reimbursed from the AFG.

**Staff Recommendation:**

Staff recommends moving forward with the AFG project funding application for these projects. By using the funds requested in the FY27 Capital Projects Budget as the local match, this would allow us to leverage additional funds from the AFG to complete these two projects now, which would free-up future funds from the City to be used for other Capital Projects.

**Next Steps:**

If the discussion results in guidance to move forward with the AFG project funding application, the City grant writer and Fire Department would put together the necessary information for an application to be submitted by the grant deadline.

**Attachments:**

1. ATTACHMENT #1 - Copy of FY26 FEMA AFG Grant Budget Worksheet V2 LB

## Assistance to Firefighters Grant Request Budget Worksheet

Category/Type Tool	Part #	# Units	Unit Cost	TOTAL	Contingency	Contingency		Grand Total
						Cost		
<b>Extrication Tools</b>								
<u>Light Rescue Series</u>								
LRS Spreader	LRS	1	\$ 16,868.00	\$ 16,868.00	20%	\$ 3,373.60	\$	20,241.60
LRS Cutter	LRC	1	\$ 16,224.00	\$ 16,224.00	20%	\$ 3,244.80	\$	19,468.80
LRS Combi Tool	LRCT	1	\$ 15,799.00	\$ 15,799.00	20%	\$ 3,159.80	\$	18,958.80
							\$	-
							\$	-
<u>Heavy Rescue Series</u>								
Heavy Rescue Spreader	HRS	1	\$ 14,802.00	\$ 14,802.00	20%	\$ 2,960.40	\$	17,762.40
HRS Telescoping Ram	HRSTR	1	\$ 15,050.00	\$ 15,050.00	20%	\$ 3,010.00	\$	18,060.00
HRS Short Blade Cutter	HRSSBC	1	\$ 14,802.00	\$ 14,802.00	20%	\$ 2,960.40	\$	17,762.40
HRS Long Blade Cutter	HRSLBC	1		\$ -	20%	\$ -	\$	-
HRS Combi	HRSC	1	\$ 15,767.00	\$ 15,767.00	20%	\$ 3,153.40	\$	18,920.40
							\$	-
							\$	-
<u>Required Accessories</u>								
Extended Reach Tips (pair)		1	\$ 1,407.00	\$ 1,407.00	20%	\$ 281.40	\$	1,688.40
Batteries/Charger kit		1		\$ -	20%	\$ -	\$	-
9" Diamond Cutoff Saw Blades		4	\$ 192.00	\$ 768.00	20%	\$ 153.60	\$	921.60
4.5" Diamond Grinder Blade		4	\$ 74.00	\$ 296.00	20%	\$ 59.20	\$	355.20
Extended Reach Tips (pair)		1	\$ 1,340.00	\$ 1,340.00	20%	\$ 268.00	\$	1,608.00
Gator Grip Tip		1	\$ 730.00	\$ 730.00	20%	\$ 146.00	\$	876.00
USB Charging Kit		1	\$ 139.00	\$ 139.00	20%	\$ 27.80	\$	166.80
Windshield Removal Kit								
<u>Training Costs</u>								
Half day training on tools	Hours	Staff #	Blended Hrly Rate					
	6	48	\$ 60.57	\$ 17,444.16			\$	17,444.16
				<u>Total</u>		<u>Extra cost</u>	<u>Project Total #1</u>	
<b>Project #1 TOTALS</b>			\$ 113,254.57	\$ 131,436.16		\$ 22,798.40	\$	<b>154,234.56</b>

						<u>Contingency</u>		
<u>Category/Type Tool</u>	<u>Manuf #</u>	<u># Units</u>	<u>Unit Cost</u>	<u>TOTAL</u>	<u>Contingency</u>	<u>Cost</u>	<u>Grand Total</u>	
LIFEPAK 35 Defribillator		6	\$ 67,303.00	\$ 403,818.00	20%	\$ 80,763.60	\$ 484,581.80	
<u>Training Costs</u>	<u>Hours</u>	<u>Staff #</u>	<u>Blended Hrly Rate</u>					
Training Costs	4	48	\$ 60.57	\$ 11,629.44			\$ 11,629.44	
				<u>Total</u>		<u>Extra cost</u>	<u>Total Project #2</u>	
				\$ 415,447.44		\$ 80,763.60	\$ 496,211.24	

<u>Total Grant Request and City Match</u>	<u>Grand Total</u>	<u>Grant Request</u>	<u>City Match</u>
	\$ 650,445.80	\$ 585,401.22	\$ 65,044.58



## Finance Committee

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**Meeting Date:** June 2, 2026  
**Meeting Time:** 5:00 PM  
**Agenda Item No:** 4.c  
**Item Description:** Approval of Public Works Paving Bids  
**Submitted By:** Jeff Demers, Public Works Director

### **Key Terms:**

3 Year Paving Contract

### **Executive Summary:**

The City of Biddeford Public Works Department advertised a Request for Proposals (RFP) for the City's Capital Paving Program on April 8, 2026. The City received two proposals from local paving contractors.

### **Detailed Review:**

The City of Biddeford Public Works Department solicits bids labeled Doc #4 from qualified contractors for paving projects approved through the Capital Projects Committee and City Council.

On April 8, 2026, the Public Works Department advertised the Request for Proposals for the City's upcoming paving program. Two contractors submitted proposals in response to the advertisement:

Shaw Brothers Inc. and Dayton Sand and Gravel were the two bidders.

Please refer to the attached bid tabulation sheet, Doc #3, for pricing details.

As part of the bid process, the Public Works Department supplied an estimated annual paving amount of \$3,000,000 per year for three years for interested contractors to bid on. Allowing paving contractors to bid on actual estimated quantities provides the City with hard numbers to better estimate each individual project being considered. The City is not locked into any

specific paving quantities during the three-year contract period.

Biddeford, along with the Maine Department of Transportation (D.O.T) uses asphalt escalation pricing based on the Maine Department of Transportation's asphalt escalation specifications. Significant oil price increases at any time can create major challenges for both Maine DOT and municipal paving projects. As part of the bid process, the City of Biddeford utilizes an asphalt escalation clause that provides some relief and compensation for market price fluctuations. Public works have noticed that agencies that do not include adjustment language within their contracts, determining a fair middle ground has become significantly more challenging for both the contractor and the municipality. By utilizing Maine DOT Standard Specification 108.4.1, dated March 2020, both the City and the contractor are protected against price fluctuations that may occur due to paving schedule delays, weather conditions, project priority changes, market pricing, and other unforeseen circumstances. This standard specification was developed through cooperative discussions between Maine DOT and the industry contractors that perform work on Maine DOT projects. Biddeford goes by the D.O.T standards on all paving projects.

Public Works uses a program called Street logic. StreetLogix is a pavement management software program used by municipalities and public works departments to track roadway conditions, prioritize paving projects, and help develop long-term capital improvement plans. The program collects and analyzes roadway data such as pavement condition, traffic volume, road age, and maintenance history to help communities make informed decisions on street maintenance and reconstruction projects. StreetLogix allows the City to better plan future paving schedules, estimate costs, and maximize available funding by identifying roads that can be preserved before requiring full reconstruction.

After review of the submitted proposals attached Doc #3, Public Works recommends that the Finance Committee and City Council award the paving contract to the low bidder, Shaw Brothers Inc.

Shaw Brothers Inc. has successfully performed paving work for the City of Biddeford over the past 8+ paving seasons, with no issues related to quality construction.

**Funding Source:**

Funding for the paving program is normally available through reserve accounts, future bond funds, general operating budget, and future capital appropriations. As of today, without knowing the full outlook of the FY24 and FY25 audits, it is very difficult to supply a balance number in the reserve account. Last year, Public Works completed Fox Hollow rehabilitation, Hill Street mill/paving, new sidewalk, curbing and bike path and Garden Drive half mill and half rehabilitation for a total expenditure of \$1,310,406 out of the Capital Paving account.

The paving program was discussed during the Capital Projects Committee Meeting on April 8th,

and there was discussion about availability of an estimated \$450,000 in rollover funds for FY27 paving. Additionally, an estimated \$558,165 in FY27 CIP funds is still considered unprogrammed following that committee meeting.

As of today, \$450,000 is identified to be used for paving of streets, sidewalks and curbing.

**Staff Recommendation:**

Public Works recommends the Finance Committee and City Council approve the award of the paving contract to Shaw Brothers Inc..

**Next Steps:**

Finance Committee to send it forward to Council for approval.

**Attachments:**

- 1. Doc #1 Shaw Bro
- 2. Doc #2 Dayton
- 3. Doc #3 Bid Tab
- 4. Doc #4 paving bid 2026
- 5. Doc #5 2027 Draft Paving
- 6. 2026.83 Approval Public Works Paving Bids - ORDER

**City of Biddeford, Maine**  
**PUBLIC WORKS DEPARTMENT**  
371 Hill Street, Biddeford, Maine

**PROPOSAL TERMS**  
**HOT MIX ASPHALT PAVEMENT AND OTHER**  
**ASSOCIATED WORK - 2026**

This proposal is submitted in accordance with the requirements and specifications of the Request For Proposals for the Placement of Hot Mix Asphalt Pavement and Other Associated Work – 2026 and acknowledge as follows:

1. That we have read the Request for Proposals and will comply with all requirements.
2. That the quantities stated herein are the best estimates of the City of Biddeford at the time of this Request For Proposals, but that these estimates may vary. It is understood that the unit prices submitted to supply the products and services required herein shall not vary regardless of final actual quantities of items actually procured by the City of Biddeford. It is also understood that the Hot Mix Asphalt Pavement Item will be adjusted according to the Asphalt Escalator provisions contained in the Request for Proposals.
3. That full liability insurance coverage will be maintained and in force during the term of this contract and a Certificate of Insurance is enclosed.

**Company Name:** Shaw Brothers Construction

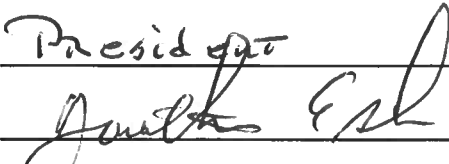
**Mailing Address:** PO Box 69  
Gerham, ME 04038

**Telephone:** (207) 839-2552

**Fax:** (207) 839-6239

**E-Mail:** Mbarnes@shawbrothers.com

**Name & Title of  
Owner of Authorized  
Representative (printed)** JONATHAN E. SHAW  
President

**Signature :** 

**Date :** 4-21-2026

**City of Biddeford, Maine**  
**PUBLIC WORKS DEPARTMENT**  
 371 Hill Street, Biddeford, Maine


**PROPOSAL FORM**  
**HOT MIX ASPHALT PAVEMENT AND OTHER**  
**ASSOCIATED WORK - 2026**

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.

Liquid Asphalt Price of \$673.33 for base bid on unit prices for all HMA Items.

ITEM	EST. QUANTITY	UNIT PRICE	TOTAL
1. 19 mm HMA	33,000 tons	<u>97.00</u>	<u>3,201,000.00</u>
2. 12.5 mm HMA	17,000 tons	<u>103.00</u>	<u>1,751,000.00</u>
3. 9.5 mm HMA	15,000 tons	<u>109.00</u>	<u>1,635,000.00</u>
4. Hand Placed HMA	2,500 tons	<u>225.00</u>	<u>562,500.00</u>
5. Full Depth Reclamation	75,000 s.y.	<u>3.40</u>	<u>257,500.00</u>
6. Cold Plane/Mill	25,000 s.y.	<u>11.00</u>	<u>275,000.00</u>
7. Cement Stabilize	165,000 s.y.	<u>9.00</u>	<u>1,485,000.00</u>
8. Bituminous Curb	1,000 l.f.	<u>18.00</u>	<u>18,000.00</u>
9. Alter Structures	100 ea.	<u>2,100.00</u>	<u>210,000.00</u>
10. Adjust Structures	100 ea.	<u>1,800.00</u>	<u>180,000.00</u>
11. Crack Sealing	12,000 lbs.	<u>9.30</u>	<u>111,600.00</u>
<b>TOTAL:</b>			<u><b>9,721,600.00</b></u>

Submitted By: Shaw Brothers Construction Date: 4-21-2026

Authorized Representative's Signature:   
 Jonathan E. Shaw, President





## SHAW BROTHERS CONSTRUCTION, INC.

P.O. Box 69 • 341 Mosher Rd. • Gorham, Me 04038

Tel: (207) 839-2552 • Fax: (207)839-6239

Website: [www.shawbrothers.com](http://www.shawbrothers.com)

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### Hot Mix Asphalt Pavement and Other Associated Work – 2026

This proposal is based on the following:

1. Liquid asphalt to be adjusted in accordance with the RFP. Base price of liquid asphalt = \$673.33 per liquid ton.
2. Unit prices are good for the 2026 construction season. Subsequent years (2027 & 2028) to increase based on the consumer price index (CPI) or 3% whichever is less.
3. All pavement mixes to be MDOT approved mix designs.
4. All paving equipment to meet MDOT specifications.

**City of Biddeford, Maine**  
**PUBLIC WORKS DEPARTMENT**  
 371 Hill Street, Biddeford, Maine

**PROPOSAL FORM**  
**HOT MIX ASPHALT PAVEMENT AND OTHER**  
**ASSOCIATED WORK - 2026**

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.

Liquid Asphalt Price of \$ 673.<sup>33</sup> for base bid on unit prices for all HMA Items.

ITEM	EST. QUANTITY	UNIT PRICE	TOTAL
1. 19 mm HMA	33,000 tons	<u>120</u>	<u>3,960,000</u>
2. 12.5 mm HMA	17,000 tons	<u>130</u>	<u>2,210,000</u>
3. 9.5 mm HMA	15,000 tons	<u>130</u>	<u>1,950,000</u>
4. Hand Placed HMA	2,500 tons	<u>220</u>	<u>550,000</u>
5. Full Depth Reclamation	75,000 s.y.	<u>8</u>	<u>600,000</u>
6. Cold Plane/Mill	25,000 s.y.	<u>19</u>	<u>475,000</u>
7. Cement Stabilize	165,000 s.y.	<u>25</u>	<u>4,125,000</u>
8. Bituminous Curb	1,000 l.f.	<u>20</u>	<u>20,000</u>
9. Alter Structures	100 ea.	<u>2000</u>	<u>200,000</u>
10. Adjust Structures	100 ea.	<u>2000</u>	<u>200,000</u>
11. Crack Sealing	12,000 lbs.	<u>18</u>	<u>216,000</u>
	<b>TOTAL:</b>		<u><b>14,506,000</b></u>

Submitted By: Jason Robinson

Date: 4/20/2026

Authorized Representative's Signature: 



**City of Biddeford, Maine**  
**PUBLIC WORKS DEPARTMENT**  
371 Hill Street, Biddeford, Maine

**PROPOSAL TERMS**  
**HOT MIX ASPHALT PAVEMENT AND OTHER**  
**ASSOCIATED WORK - 2026**

This proposal is submitted in accordance with the requirements and specifications of the Request For Proposals for the Placement of Hot Mix Asphalt Pavement and Other Associated Work – 2026 and acknowledge as follows:

1. That we have read the Request for Proposals and will comply with all requirements.
2. That the quantities stated herein are the best estimates of the City of Biddeford at the time of this Request For Proposals, but that these estimates may vary. It is understood that the unit prices submitted to supply the products and services required herein shall not vary regardless of final actual quantities of items actually procured by the City of Biddeford. It is also understood that the Hot Mix Asphalt Pavement Item will be adjusted according to the Asphalt Escalator provisions contained in the Request for Proposals.
3. That full liability insurance coverage will be maintained and in force during the term of this contract and a Certificate of Insurance is enclosed.

**Company Name:** Dayton Sand & Gravel Co., Inc.

**Mailing Address:** 928 Goodwins Mills Road  
Dayton, Maine 04005

**Telephone:** 207-499-2306

**Fax:** \_\_\_\_\_

**E-Mail:** paving@daytonsand.com

**Name & Title of  
Owner of Authorized  
Representative (printed)** Jason Robinson

**Signature :** 

**Date :** 4/20/2026

**BIDDEFORD PUBLIC WORKS DEPARTMENT  
HOT MIX ASPHALT  
BID TABUATION**

4/21/2026

ITEM	ESTIMATED QUANTITY	UNIT PRICE	TOTAL	DAYTON SAND & GRAVEL	SHAW BROTHERS CONST.	UNIT PRICE	TOTAL
19 mm HMA / tons	33,000	\$120.00	\$3,960,000.00			\$97.00	\$3,201,000.00
12.5 mm HMA / tons	17,000	\$130.00	\$2,210,000.00			\$103.00	\$1,751,000.00
9.5 mm HMA / tons	15,000	\$130.00	\$1,950,000.00			\$109.00	\$1,635,000.00
Hand Placed HMA / tons	2,500	\$220.00	\$550,000.00			\$225.00	\$562,500.00
Full Depth Reclamation / sq. yard	75,000	\$8.00	\$600,000.00			\$3.90	\$292,500.00
Cold Plane/Mill / sq. yard	25,000	\$19.00	\$475,000.00			\$11.00	\$275,000.00
Cement Stabilize / sq. yard	165,000	\$25.00	\$4,125,000.00			\$9.00	\$1,485,000.00
Bituminous Curb / l.f.	1,000	\$20.00	\$20,000.00			\$18.00	\$18,000.00
Alter Structures / ea.	100	\$2,000.00	\$200,000.00			\$2,100.00	\$210,000.00
Adjust Structures / ea.	100	\$2,000.00	\$200,000.00			\$1,800.00	\$180,000.00
Crack Sealing / lbs.	12,000	\$18.00	\$216,000.00			\$9.30	\$111,600.00
<b>TOTALS (based upon estimated quantities):</b>			<b>\$14,506,000.00</b>				<b>\$9,721,600.00</b>

**City of Biddeford, Maine**  
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371 Hill Street, Biddeford, Maine

**REQUEST FOR PROPOSALS**  
**PLACEMENT OF HOT MIX ASPHALT PAVEMENT AND OTHER**  
**ASSOCIATED WORK - 2026**

The City of Biddeford, Maine is soliciting proposals from qualified contractors for the placement of hot mix asphalt pavement and other associated work in conjunction with the City's Infrastructure Maintenance and Repair Program for the Years of 2026, 2027 and 2028. Contractors submitting proposals may be requested to supply evidence of qualifications and capacity for review by the Public Works Director (Director). Contractors submitting proposals must also provide proof of liability insurance in the amount of at least \$1,000,000.00.

**OVERVIEW**

The City of Biddeford's funding will be used for actual hot mix asphalt paving costs and the remainder for associated other work such as full depth reclamation, cold planning/milling, cement stabilization, crack sealing, drainage structures and pipe, culverts, curbing and adjustments to existing sewer and drain structures. This Request for Proposals (RFP) includes requests for costs on hot mix asphalt paving, reclaiming, cold planning/milling, cement stabilization, crack sealing, bituminous curbing and adjusting or altering existing drain and sewer structures.

The selected contractor(s) shall be required to coordinate its work according to scheduling established by the Public Works Director. The work will be scheduled over the three consecutive construction seasons of 2026, 2027 and 2028. A list of proposed street work and projected scheduling for this period is included herein on the attached spreadsheet entitled "ROAD WORK PLAN MARCH 2026". Although most of the work anticipated is the repair/maintenance of streets, it is understood that some work may involve the paving of sidewalks, parking lots and driveways, which will all be done at the unit prices identified herein. The City of Biddeford reserves the right to add to or subtract from said listing of proposed street work without any liability and without any renegotiation of unit pricing.

**SUBMISSION OF PROPOSALS**

Proposals are to be prepared on the forms included herein and submitted in a sealed envelope marked "**PAVING PROPOSAL**". The PROPOSAL TERM and the PROPOSAL FORM both need to be included in the submittal. The proposals will be accepted by the Biddeford Public Works Department, 371 Hill Street, Biddeford, Maine, 04005, until 1:00 PM on Tuesday April 21, 2026. Proposals will be opened at that time and location.

Proposals shall identify unit prices on requested items based upon estimated quantities supplied herein. The City of Biddeford reserves the right to add to or subtract from, without limitation, the estimated quantities identified for any item without any jeopardy

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or liability. Unit prices submitted shall remain in effect regardless of actual quantities of work performed during the term of the work included in this RFP.

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

Questions pertaining to this Request for Proposals should be directed to the Director of Public Works, City of Biddeford, Maine, Mr. Jeff Demers, at 371 Hill Street, Biddeford, Maine, 04005. He can be reached at 207-282-1579 or by e-mail at [jeff.demers@biddefordmaine.org](mailto:jeff.demers@biddefordmaine.org).

**SPECIFICATIONS FOR WORK**

All work to be performed and all materials to be supplied under this RFP shall be in accordance with the Maine Department of Transportation (DOT) specifications for general conditions, materials and construction requirements, as delineated in the March 2020 Maine D.O.T. Paving equipment shall include a highway-class paver equipped with a main screed of not less than eight (8) feet in width. Rollers will have at least one 10-ton steel vibratory or oscillating roller.

All hot mix asphalt (HMA) designs must be submitted to and approved by Maine DOT prior to use.

Specifications manual unless otherwise modified herein or as modified by the Director.

**UNIT PRICING**

Proposals shall identify a unit price per ton for all hot mix asphalt pavement items, a unit price per square yard for full depth reclamation, cold plane/milling and cement stabilization items, a unit price per linear foot for bituminous curbing, a unit price per each for manhole and catch basin adjustments or alters and a unit price per pound for crack sealing services. Payments will be made based upon actual quantities measured.

**HOT MIX ASPHALT PAVEMENT ITEM.**

Unit prices for all hot mix asphalt pavement items shall include all costs associated with supplying, delivering and placing of hot mix asphalt pavement including but not limited to materials, trucking, traffic control, sweeping, fine grading, compaction of all surfaces prior to the placement of the hot mix asphalt pavement, grinding to achieve satisfactory joints, the paving of all aprons and approaches necessary to blend in the new work to existing roads and driveways, tack, and all incidental work and materials needed to complete the work according to the Specifications and directives from the Director.

The unit pricing for all hot mix asphalt items shall be based upon the price for liquid asphalt and shall be adjusted according to an asphalt escalator. All bidders shall

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base asphalt-related cost adjustments on the applicable asphalt escalation index in effect at the time of bidding and throughout the duration of the contract. The liquid asphalt English price under the new specifications for the East Coast / Northeast region, as published by the Maine D.O.T, shall be used for all work under this RFP. The price of asphalt is monitored weekly by the MDOT. The agency supplying the information to MDOT is the Asphalt Weekly Monitor. Access to this information can be obtained from the MDOT website by going to “Doing Business” and clicking on “Contractor Info”.

The price adjustment for asphalt binder will be based on the variance in cost for the performance graded binder component in the hot mix asphalt and will be determined as follows:

The quantity of hot mix asphalt will be multiplied by the performance graded percentages given in the table below, times the difference in price between the base price of liquid asphalt identified herein and the price when the hot mix asphalt is placed. Adjustments will be made upward or downward as prices increase or decrease.

19.0 mm (3/4”)	5.2%
12.5 mm (1/2”)	5.8%
9.5 mm (3/8”)	6.2%

Example: Asphalt binder has increased from \$385.00 per ton to \$445.00 per ton (\$60.00 per ton increase) and you are placing 1,000 tons of 9.5 mm HMA.

$$1,000 \times 6.2\% = 62.00$$

$$60.00 \times 62.00 = \$3,720.00 \text{ total escalation cost or } \$3.72 \text{ per ton of HMA.}$$

Payment will be made for all HMA items according to the base unit price submitted herein with adjustment according to the herein identified asphalt escalator process.

**FULL DEPTH RECLAMATION, COLD PLANE/MILLING ITEM.**

Unit prices for full-deep reclamation work and cold plane/milling work shall include all costs associated with the performance of said work including but not limited to trucking, traffic control, sweeping and all incidental work and equipment needed to complete the work according to the Specifications and directives from the Director. The City shall supply and deliver any gravel required for the performance of the work.

**CEMENT STABILIZATION ITEM.**

Unit prices for the cement stabilization work shall include all costs associated with the performance of said work including but not limited to materials, trucking, traffic control and all incidental work and equipment needed to complete the work according to the

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Specifications and directives from the Director. It should be noted that the unit price for this item shall include the costs of the full depth reclamation portion of this work.

**BITUMINOUS CURB ITEM.**

Unit prices for the bituminous curb item shall include all costs associated with the performance of said work including but not limited to materials, trucking, traffic control and all incidental work and equipment needed to complete the work according to the Specifications and directives from the Director.

**MANHOLE /CATCH BASIN ALTERING and ADJUSTING ITEMS.**

Unit prices for the altering of manholes and catch basins shall include all costs associated with the performance of said work including but not limited to materials, trucking, traffic control and all incidental work and equipment needed to complete the work according to the Specifications and directives from the Director.

**CRACK SEALING ITEM.**

Unit prices for crack sealing shall include all costs associated with supplying, delivering and placement of crack sealing material in accordance with the herein included specifications. All traffic control costs are considered incidental and shall also be included in the unit prices.

Crack Sealing Specifications:

Description: This work shall consist of the furnishing and placement of crack sealing material in the cracks of existing bituminous concrete pavement in accordance with these Specifications. Placement shall consist of: 1) crack cleaning and drying, 2) material preparation and application, 3) material finishing and shaping, 4) barrier material and application and 5) certified traffic control.

Materials: crack sealant material shall conform to ASTM D-6690 and the following specification.

Cone Penetration 77°F	90 max.
Flow @ 140°F	3.0 mm [ $\frac{1}{8}$ in] max
Bond, -20°F, 50% ext.	Pass 3 cycles
Resilience, 77°F	60 % min
Asphalt Compatibility	pass*

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Softening Point	176°F min
Recommended Pour Temp.	380°F
Safe Heating Temp.	410°F

\* There shall be no failure in adhesion, formation of any oily exudate at the interface between the sealant and asphaltic concrete or other deleterious effects on the asphaltic concrete or sealant when tested at 140°F.

The contractor shall provide the Public Works Department with a copy of the material manufacturer's recommendations pertaining to heating, application, and reheating prior to the beginning of operations or the changing of materials.

**Construction Requirements**

Weather: Crack Sealer shall not be applied on a wet surface, after sunset or before sunrise (unless approved by the Director), or when the atmospheric temperature is below 50°F in a shaded area at the job site, or when weather conditions are otherwise unfavorable to proper construction procedures.

Equipment: Equipment used in the performance of the work shall be subject to the Public Works Department's approval and shall be maintained in a satisfactory working condition at all times.

(a) Air Compressor: Air compressors shall be portable and capable of furnishing not less than 3 m<sup>3</sup> [4 yd<sup>3</sup>] of air per minute at not less than 620 kPa [90 psi] pressure at the nozzle. The compressor shall be equipped with traps that will maintain the compressed air free of oil and water.

(b) Sweeper: Manually operated, gas powered air-broom or self-propelled sweeper designed especially for use in cleaning pavements shall be used to remove debris, dirt, and dust from the cracks.

(c) Hot Air Lance: Should operate with propane and compressed air in combination at 2000°F - 3000°F, exit air heated at 310 m/s [1000 ft/s]. The lance should draw propane from a tank using separate hoses for propane and air draw. The hoses shall be wrapped together with reflectorized wrap to keep them together and to protect workers in low light situations.

(d) Hand Tools: Shall consist of V-shaped squeegee, brooms, shovels, metal bars with chisel shaped ends, and any other tools which may be satisfactorily used to accomplish this work.

(e) Melting Kettle: The unit used to melt the joint sealing compound shall be a double boiler, indirect fired type. The space between inner and outer shells shall be filled with a

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suitable heat transfer oil or substitute having a flash point of not less than 608°F. The kettle shall be equipped with a satisfactory means of agitating and always mixing the joint sealer. This may be accomplished by continuous stirring with mechanically operated paddles and/or a continuous circulating gear pump attached to the heating unit. The kettle must be equipped with thermostatic control calibrated between 200°F and 550°F.

(f) Application Wand: The application wand shall apply a controlled flow of material via an insulated or heated hose. The nozzle shall distribute the material as called for in this specification. A pressure regulator shall be provided to regulate pressure at the nozzle. A bypass line into the holding tank is required for use when the nozzle is shut off.

Preparation All cracks greater than 5 mm [ $\frac{1}{4}$  in] shall be blown free of loose material, dirt, vegetation, and other debris by high pressure air. Material removed from the crack shall be removed from the pavement surface by means of a power sweeper or appropriate hand tools as required. Cracks showing evidence of vegetation after being blown out shall be additionally cleaned by appropriate hand tools and additionally blown out. All cracks must be blown and heated via the hot air lance 10 minutes prior to the crack being sealed. Distance between the hot air lance and the crack sealing unit should be no more than 15 m [50 ft] to eliminate reinvasion of water, debris, and other incompressibles. All debris, vegetation, and water shall be removed to enhance adhesion of the crack sealing material. THIS WORK SHALL NOT BE DONE IN INCLEMENT WEATHER.

Preparation and Placement of Sealer: The crack sealer material shall be heated and applied at the temperature specified by the manufacturer and approved by the Public Works Department. Any material that has been heated above the manufacturer's specification shall not be used. Material that is reheated or held at temperature for an extended period of time may be used as allowed by the manufacturer's specification and approval of the Public Works Department. The Contractor shall provide the Public Works Department with a suitable device for verifying the sealant temperature in the kettle and at the application site.

Any over application or spills are to be removed to the satisfaction of the Public Works Department. Any sealed areas with damaged or contaminated sealer or visible voids are to be removed, prepared and resealed.

Sealer shall be delivered to the crack while the cracks are still hot from the hot air lance preparation through a pressure hose line and applicator shoe. The shoe width and the sealer overbanding area vary from 50 mm - 100 mm [2 in - 4 in] depending on the severity of the cracks. The applicator shall be followed by a V-shaped squeegee to minimize the thickness of the overband. Any loose material on the surface or in the crack, which may contaminate the crack sealer or impede bonding of the sealant to the pavement, is to be removed by hand tools prior to crack filling. No crack filling material shall be applied in a crack that is wet or where frost, snow, or ice is present. The ambient air temperature must be 50°F or higher.

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A barrier material such as Glenzoil or an equivalent approved by the Public Works Department shall be provided by the Contractor and shall be applied to the crack sealer to prevent pickup as directed by the Public Works Department.

Quality of Work: Excess of spilled sealer shall be removed from the pavement by approved methods and discarded. Any quality of Work determined to be below normal acceptable standards will not be accepted and will be corrected and/or replaced as directed by the Public Works Department.

**AWARD**

Award of the work contained herein shall be made based upon a combination of considerations such as price, service ability, qualifications, prior experiences with contractors and the ability to meet the terms of this RFP, as determined by the City of Biddeford in its sole judgment. The City of Biddeford reserves the right to separate the various items included herein into different contracts with different contractors if it deems it to be in the best interest of the City of Biddeford.

Submitted proposals shall be brought to the City's Finance Committee for award of the work contained herein. The contractor(s) awarded work under this RFP shall meet with the Director within 1 week of action by the Finance Committee to establish schedules for the work planned for 2026.

**SUBCONTRACTING**

Prior consent of the City of Biddeford is required to assign, transfer, convey, sublet or otherwise dispose of the work awarded through this RFP. In no case shall any such consent relieve the obligations or change any of the terms of this RFP and work contained herein.

**PERFORMANCE**

Contractor agrees to bear all costs incurred arising from the failure of the Contractor through omission or commission to comply with all Federal, State and local statutes, regulations, ordinances or rules. The Contractor further agrees to hold the City harmless and to indemnify the city for these costs as well as all costs of collection, including but not limited to reasonable attorney's fees.

If the Contractor fails to fulfill its obligations under the award of the work contained herein properly and on time or otherwise violates any provision of this RFP and contract, the City may terminate the contract by written notice. The notice shall specify the acts or omissions relied upon as cause for termination. The Contractor shall be paid fair and equitable compensation for satisfactory performance prior to the receipt of notice of termination less the amount of damages caused by the Contractor's failure to fulfill its obligations. If the damages are more than the compensation payable to the Contractor, the Contractor shall remain liable after termination of the contract and the City may collect damages, including costs of collection and reasonable attorney fees.

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**PAYMENT**

Payment in full shall be made after completion, inspection and acceptance by the Director of work requested for payment. Payment will generally be made within 30 days of acceptance by the Director.

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**PROPOSAL TERMS**  
**HOT MIX ASPHALT PAVEMENT AND OTHER**  
**ASSOCIATED WORK - 2026**

This proposal is submitted in accordance with the requirements and specifications of the Request For Proposals for the Placement of Hot Mix Asphalt Pavement and Other Associated Work – 2026 and acknowledge as follows:

1. That we have read the Request for Proposals and will comply with all requirements.
2. That the quantities stated herein are the best estimates of the City of Biddeford at the time of this Request For Proposals, but that these estimates may vary. It is understood that the unit prices submitted to supply the products and services required herein shall not vary regardless of final actual quantities of items actually procured by the City of Biddeford. It is also understood that the Hot Mix Asphalt Pavement Item will be adjusted according to the Asphalt Escalator provisions contained in the Request for Proposals.
3. That full liability insurance coverage will be maintained and in force during the term of this contract and a Certificate of Insurance is enclosed.

**Company Name:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_

**Fax:** \_\_\_\_\_

**E-Mail:** \_\_\_\_\_

**Name & Title of  
Owner of Authorized  
Representative (printed)** \_\_\_\_\_

**Signature :** \_\_\_\_\_

**Date :** \_\_\_\_\_

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**PROPOSAL FORM**  
**HOT MIX ASPHALT PAVEMENT AND OTHER**  
**ASSOCIATED WORK - 2026**

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.

Liquid Asphalt Price of \$ \_\_\_\_\_ for base bid on unit prices for all HMA Items.

ITEM	EST. QUANTITY	UNIT PRICE	TOTAL
1. 19 mm HMA	33,000 tons	_____	_____
2. 12.5 mm HMA	17,000 tons	_____	_____
3. 9.5 mm HMA	15,000 tons	_____	_____
4. Hand Placed HMA	2,500 tons	_____	_____
5. Full Depth Reclamation	75,000 s.y.	_____	_____
6. Cold Plane/Mill	25,000 s.y.	_____	_____
7. Cement Stabilize	165,000 s.y.	_____	_____
8. Bituminous Curb	1,000 l.f.	_____	_____
9. Alter Structures	100 ea.	_____	_____
10. Adjust Structures	100 ea.	_____	_____
11. Crack Sealing	12,000 lbs.	_____	_____
	<b>TOTAL:</b>		_____

Submitted By: \_\_\_\_\_

Date : \_\_\_\_\_

Authorized Representative's Signature: \_\_\_\_\_







# City of Biddeford



**2026.83 IN BOARD OF CITY COUNCIL... JUNE 2, 2026,**  
**BE IT ORDERED** that the City Council authorizes the Public Works Director to enter into a contract with Shaw Brothers, Inc. for a 3 year paving contract of streets and sidewalks. The capital paving outlook and budget will be presented by the Public Works Director and will be approved by the Capital Projects Committee and City Council for each of the three fiscal years.

Attest by: \_\_\_\_\_  
City Clerk