

FINANCE COMMITTEE AGENDA
September 3, 2014
(Immediately following Government Operations)

1. Bids/Purchasing

- a. Small Front End Loader – Fleet Maintenance – Central Equipment Co - \$52,650
- b. Fire Alarm Installation – Fire – CC Electric - \$15,400
- c. Copier Lease/Rental – Central Services – Ricoh USA - \$868/month lease purchase
- d. Airport Improvement Plan Engineering Services – Airport – Jacobs
- e. Flow Monitoring Contract – WWTP – ADS - \$113,546

2. Executive Session – 36 MRSA Section 841(2) – Hardship Abatement (A)

3. Open Session – Hardship Abatement Decision

4. Executive Session – 36 MRSA Section 841(2) – Hardship Abatement (B)

5. Open Session – Hardship Abatement Decision



CITY OF BANGOR
AWARD RECOMMENDATION

BID ITEM(S): Small Loader (Sidewalk Plow)

DEPARTMENT: Public Works

BUDGET REFERENCE:
Requisition No.: _____ **Account Number:** 7706-91001100

Budgeted Amount: \$85,000 **Available Balance:** \$ 85,000

Total Amount of Award Recommended: \$ 52,650

Vendor Recommended: Central Equipment Company)

Bid Opening Date: 8/13/2014

Past Experience with Vendor: x Excellent Good Fair Poor No Prior Experience
If no experience, references checked or other method of vendor reliability established .

OTHER COMMENTS: The recommendation is to award the bid to Central Equipment Company, the low responsive bidder in the amount of \$52,650. The other two bids received do not meet specifications related to engine size, weight, width and/or height. As this equipment is used as a sidewalk plow the certain dimensions must be met.

Finance Director

APPROVALS
CITY COUNCIL FINANCE COMMITTEE:

Date: _____

City of Bangor Bid Tabulation

RFP No. B15-002: Small Front End Loader

RFP Opening: 8/13/14

			Milton Cat Brewer, ME
Item	Description	Quantity	Total Price
1	Compact Wheel Loader	1	66,000.00
2	Less Trade In	1	25,000.00
Total Bid Price:			41,000.00

			Beauregard Equipment Hermon, ME
Item	Description	Quantity	Total Price
1	Compact Wheel Loader	1	71,396.00
2	Less Trade In	1	20,000.00
Total Bid Price:			51,396.00

			Central Equipment Co. Stillwater, ME
Item	Description	Quantity	Total Price
1	Compact Wheel Loader	1	68,650.00
2	Less Trade In	1	16,000.00
Total Bid Price:			52,650.00

TO: Finance Committee

FR: Tom Higgins, Assistant Fire Chief

DT: August 25, 2014

RE: Station 5 Fire Alarm System Replacement

Fire Station 5 on the Hogan Road was constructed in 1993. It was the first fire station in the City with an automated fire alarm system. Over the years the system has experience multiple electrical surges and circuit board failures. Several months ago the main fire alarm panel failed. The City electrical crew has been able to extend the system's service years, but they have now exhausted parts sources or ways to piece the fire alarm components together.

In July a request for proposals (RFP) was issued for a replacement fire alarm system meeting National Fire Protection Association (NFPA) standards. Three bids were received with only two meeting the requirements of the RFP.

CC Electric, located in Hermon, provided the most comprehensive system proposal. Their design exceeded minimum standards, while including better early warning coverage in the public hallway, public bathroom, janitor closet, locker room, radio equipment room, as well as other areas.

The City of Bangor has a good working relationship with CC Electric. They have recently installed fire alarm systems in the Bangor Schools and Central Fire Station.

Staff recommendation is to award the Station 5 Fire Alarm project to CC Electric in the amount of \$15,400.

City of Bangor Bid Tabulation
 RFP No. B15-001: Fire Alarm Installation
 RFP Opening: 8/6/14

			Northeast Security Systems Wiscasset, ME
Item	Description	Quantity	Total Price
1	Fire Alarm Services	1	13,160.00
Total Bid Price:			\$13,160.00

			CC Electric Hermon, ME
Item	Description	Quantity	Total Price
1	Fire Alarm Services	1	15,400.00
Total Bid Price:			\$15,400.00

			Hamden Electrical Hampden, ME
Item	Description	Quantity	Total Price
1	Fire Alarm Services	1	18,325.00
Total Bid Price:			\$18,325.00



Central Services Division

Walter Ryan
Print Shop Foreman

September 25, 2014

To: Debbie Cyr
CC: Bob Farrar, and the Finance Committee

The City received five proposals to replace our aging color copier. I have gone through the list and narrowed the choices down to the two that best met our qualifications. I then tested each machine with the type of stocks we run on a regular basis, as well as the thickest material we run to date on each of the machines, to make sure that both will do what is required for this department. After reviewing both machines, I am recommending that the bid from RICOH for the Ricoh 5110 be accepted. This machine not only meets, but exceeds some of the requirements. With great copy quality, the ability to run all the stocks we use now, speed, and the known abilities/qualifications of the technicians, the 5110 is the best match for Central Services. It will allow us to continue the quality of work, while increasing our speed to get jobs out in a timely manner.

Sincerely,

A handwritten signature in black ink, appearing to read "Walter E. Ryan".

Walter E. Ryan



City of Bangor Bid Tabulation

RFP No. B15-001: Photocopier Lease/Rental Contract

RFP Opening: 7/23/14

Item	Description	A-COPI/Kinney Office Systems Bangor, ME	Ricoh USA, Inc. Bangor, ME
		Total	Total
		Toshiba E-Studio 5560c/6560c/6570c	RICHO Pro C5110
1	Monthly cost for 60 month lease with the option to purchase the equipment at the end of the lease period for a dollar.	\$331.87	\$867.94
2A	Monthly maintenance cost based upon 30,000 black and white and 25,000 color copies (fixed cost for 24 months).	\$0.004	\$0.008
2B	Monthly maintenance cost based upon 30,000 black and white and 25,000 color copies (fixed cost for 24 months).	\$0.04	\$0.042
3	Cost of copies in excess of 55,000 per month (annually accumulated).	Same as above	Same as above
4	Trade-In Value of IKON CPP650 .	\$0-will remove and dispose	\$8,500.00
5	Maximum increase in monthly maintenance (cost adjusted annually after 24 months).	5%	0%

Item	Description	TRANSCO Business Technologies Bangor, ME	TRANSCO Business Technologies Bangor, ME
		Total	Total
		XEROX J75 Color Press	XEROX 570 Color Press
1	Monthly cost for 60 month lease with the option to purchase the equipment at the end of the lease period for a dollar.	\$1,034.00	\$751.98
2A	Monthly maintenance cost based upon 30,000 black and white and 25,000 color copies (fixed cost for 24 months).	\$0.0079	\$0.0079
2B	Monthly maintenance cost based upon 30,000 black and white and 25,000 color copies (fixed cost for 24 months).	\$0.045	\$0.045
3	Cost of copies in excess of 55,000 per month (annually accumulated).	Same as above	Same as above
4	Trade-In Value of IKON CPP650 .	Wholesale & give City Proceeds	Wholesale & give City Proceeds
5	Maximum increase in monthly maintenance (cost adjusted annually after 24 months).	2.5%	2.5%

City of Bangor Bid Tabulation
RFP No. B15-001: Photocopier Lease/Rental Contract
RFP Opening: 7/23/14

		Bangor Computer Copy, Inc. Hermon, ME
Item	Description	Total
		Toshiba E-Studio 5560c/6560c/6570c
1	Monthly cost for 60 month lease with the option to purchase the equipment at the end of the lease period for a dollar.	\$453.98
2A	Monthly maintenance cost based upon 30,000 black and white and 25,000 color copies (fixed cost for 24 months).	\$0.0055
2B	Monthly maintenance cost based upon 30,000 black and white and 25,000 color copies (fixed cost for 24 months).	\$0.049
3	Cost of copies in excess of 55,000 per month (annually accumulated).	Same as above
4	Trade-In Value of IKON CPP650 .	\$3,500.00
5	Maximum increase in monthly maintenance (cost adjusted annually after 24 months).	5% - After year 2



Interoffice Memorandum

To: Finance Committee

From: Robbie Beaton, Superintendent of Operations

CC: Catherine Conlow, City Manager
Debbie Cyr, City Finance Director
Tony Caruso, Airport Director

Re: Airport Improvement Project (AIP) engineering

Date: August 22, 2014

The FAA requires all public-use airports to retain the services of a qualified engineering and architectural firm for all Federal airport improvement projects (AIP). AIP grants are utilized by airport for planning and airport development projects.

On August 6, 2014, the City received three (3) responses to its Request for Proposals (RFP) for Airport Improvement Project (AIP) engineering and architectural services for a five year period. Responses were received from Hoyle Tanner Associates, Jacobs and Stantec, we were fortunate to receive responses from such highly qualified companies.

After a thorough review of the proposals submitted, staff recommendation is to award the contract to Jacobs. Jacobs is our current contract holder and has provided excellent service to BGR. Over the years Jacobs, has not only provided outstanding design and engineering services, project support, and contract, reporting and grant administration to BGR, but they have consistently completed projects under budget which in turn allows BGR to fund other projects. Jacobs has significant experience and historic knowledge of our Airport. In addition, their response clearly recognized the fact that a majority of the Airport resides in the Birch Stream watershed, which in turn has an impact on projects as well as the operating budget as it relates to storm water.

MEMO

August 19, 2014

To: Finance Committee
Debbie Cyr
Fr: Brad Moore

Re: ADS Flow Monitoring Contract

As you may recall, the City has contracted with ADS Environmental Services since 2012 to provide equipment and technical assistance with our sewer flow monitoring program. City staff has assisted with the maintenance of the equipment but does not have the expertise to review and particularly to interpret the data. This contract includes the addition of two flowmeters along with the data analysis; one we will purchase and one we already have in our inventory. The increase in flow meter deployment is in response to increased efforts to characterize wastewater flows in various sections of our sewer collection system. The flow monitoring results will be used with our sewer system evaluation and asset management programs to determine the areas where the most cost effective sewer rehabilitation should take place.

This expenditure is included in the FY15 approved budget.



EXHIBIT A

June 16, 2014

City of Bangor, ME

Wastewater Treatment Plant

Long Term CSO and Temporary Metering Programs

EXHIBIT A

Scope of Work

ADS will provide meter maintenance at 5 existing CSO and 5 temporary I/I metering locations in the City of Bangor, ME. Michael Armes, Sr. Project Manager, will be designated as the immediate contact for this project. ADS will also install and maintain two additional FlowShark Triton meters to be included with the temporary locations making a total of 7 temporary I/I metering locations. One of the additional meters will be provided by City of Bangor and the other will be a new Triton meter purchased by Bangor. The services include the following:

1.0 Site Specific Equipment

ADS has provided the FlowShark CG for the AC powered locations and the FlowShark AG for the battery powered CSO locations. These ADS meters include depth and velocity sensors to measure overflow duration and volume. FlowShark Triton meters have been installed at the I/I locations. One additional City of Bangor owned FlowShark Triton meter and one additional purchased Triton meter will be installed/maintained.

2.0 Data Transmission

Data is transmitted to the Bangor Wastewater Treatment Facility by radio communication at 3 locations. The ADS FlowShark CG provides two 4-20ma output signals to Client supplied radios. Radio system maintenance will continue to be the responsibility of the Client. Two locations use the FlowShark AG with battery power and no radio communication at this time. Both the FlowShark CG and AG are equipped with wireless modems and AT&T SIM cards. FlowShark Triton meters are installed at 5 locations and all use wireless GSM modem with AT&T SIM cards for data transmission. The two additional FlowShark Triton meters will use the same wireless GSM modem for transmitting data.

3.0 Power, Data Management and SCADA interface

Power –The ADS FlowShark CG meters have AC power modules that are connected to supplied AC power. The FlowShark AG operates with internal DC 12v battery with life expectancy of approximately 6 months depending on the cellular communication

strength. The FlowShark Triton also utilizes DC 12v with battery life expectancy of 12 months.

Radio Transmission - The FlowShark CG has two 4-20ma outputs for transmission of flow and (for example) depth. The Client supplied radio system is connected for transmission to the host system. The FlowShark CG and AG meters also have wireless modems. This allows ADS to do a remote access and diagnostic as well as remote data downloads.

Data Analysis Support – ADS will review all data. Monthly reports presenting data for all 12 meters will be available in IntelliServe and on the ADS FlowView Portal website where data can be downloaded and printed.

4.0 Maintenance and Service

City of Bangor will provide one attendant to ADS' Field Supervisor to provide necessary maintenance and service of the flow meters.

EXHIBIT B SERVICE BY OWNER

Owner agrees to perform the following functions in connection with the Agreement:

1. **Coordination with Project Manager:** Owner agrees to coordinate as required with the ADS Project Manager and to provide information in a timely manner to ensure that implementation schedules are met.
 - a. **GIS Data.** Owner agrees to provide GIS data to the level of detail required for GIS displays in IntelliServe.
 - b. **Third Party Data.** Owner agrees to provide all Third Party Monitor data (Rain Gauge) in a format acceptable to ADS.
2. **Interface:** Owner agrees to make no changes in the equipment or software that would preclude ADS from being able to interface via telephone with Owner's ADS flow monitoring equipment unless agreed to by ADS in writing.
3. **Assistance:** Owner shall not to make repairs or perform maintenance or attempt to do so on the equipment unless authorized by ADS.
4. **Electronic Access:** Owner agrees to allow ADS to address the system electronically for purposes of running diagnostics tests and performing other functions in the course of this maintenance phase of the project.
5. **Telephone Charges:** Monthly AT&T access fees are included in the costs proposal.
6. **Permits:** Owner agrees to provide all licenses and permits necessary for ADS to perform the work, if required.
7. **Access:** Owner agrees to provide ADS with access to the flow monitoring sites on public and private lands including sufficient area for placement of personnel and equipment, including all rights-of-way and ramp, if required. This includes, but is not limited to, exposing manholes, clearing easements and/or constructing roads or ramps suitable for truck/van, if necessary, and pump station access.
8. **Pump Stations:** Owner agrees to provide personnel to manually operate pump stations when maintenance or repair of a flow monitor requires.

9. **Electric Charges.** Owner assumes responsibility for monthly electric charges to power the ADS FlowShark meters.
10. **Line Cleaning.** Owner agrees to provide line cleaning for lines that require cleaning to improve the operation of the flow monitoring equipment.

EXHIBIT C

ADS'S COMPENSATION –FLOWSHARK CG, AG AND TRITON METER SERVICE

Item	Quantity	Unit Price	Total
1.) Field Maintenance and Data Analysis of 10 ADS Meters, July 1, 2014 – Jun 30, 2015			
a.) Field Maintenance – one ADS Field Manager with support crew member from Bangor	12 months	\$5,159	\$61,908
b.) Data Analysis	12 months	\$2,207	\$26,484
2.) IntelliServe and SIM charges July 1, 2014 – Jun 30, 2015			
a.) IntelliServe monthly service for all sites.	12 months	\$440/month	\$5,280
b.) AT&T SIM – 5 FlowSharks – Jul 1, 2014-Jun 30, 2015	5 meters x 12 months	\$27/month	\$1,620
c.) AT&T SIM – 6 Tritons – Jul 1,2014 – Jun 30, 2015	6 meters x 12 months	\$27/month	\$1,944
3.) New Equipment			
a.) FlowShark Triton meter with GSM modem.	1 unit	\$6,982	\$6,982
b.) Installation of additional unit	1 unit	\$976	\$976
c.) Field Maintenance – one ADS Field Manager with support crew member from Bangor	12 months	\$469	\$5,628
d.) Data Analysis	12 months	\$200	\$2,400
e.) AT&T SIM – 1 Triton – Jul 1,2014 – Jun 30, 2015	1 meter x 12 months	\$27/month	\$324
		TOTAL	\$113,546

***Pricing Assumptions:**

- **ADS to provide 1 person field crew and provide Bangor to provide 2nd confined space certified crew person.**
- City of Bangor to provide support if meters are down and need to be investigated under ADS direction.
- No prevailing wage or W/MBE required;
- Federal, State, or Local taxes or permit fees not included;
- Standard ADS safety and installation methodology
- Standard traffic control requirements (cones & simple signs)

In Witness Whereof, the Parties hereto have executed this Agreement, on this ____ day of _____, 20__.

Customer:

ADS:

By: _____

By: _____

Title: _____

Title: _____

Date Signed: _____

Date Signed: _____