

## **FINANCE COMMITTEE AGENDA**

**August 17, 2015 @ 5:15 pm**

### **1. Bids/Purchasing**

- a. Watershed Management Plan – Artic Brook – Stormwater – FB  
Environmental - \$49,760
- b. Sodium Chloride (Rock Salt) – Public Works – New England Salt Company  
- \$56.19/ton
- c. Request to Waive Bid Process – WWTP – Hi-Vac - \$23,595
- d. Request to Waive Bid Process – Community Connector – MMA \$99,997  
and Merwin Vehicle Consulting - \$10,000

### **2. Resolve, Appropriating State Bond and VOOT Reserve Funds**

### **3. Update on Acquired Properties**

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

### **5. Open Session – Hardship Abatement Decision**

**Memo to:** Finance Committee  
**Re:** Arctic Brook Hybrid WS Management Plan RFP  
**Memo from:** Wynne J. Guglielmo  
**Date:** August 17, 2015

The City of Bangor received two (2) responses to its RFP for preparing a Hybrid Watershed Management Plan for Arctic Brook. The bidders were: Princeton Hydro of Ringoes, New Jersey (with an office in Hartford, Connecticut) and FB Environmental Associates of Portland, ME (a bid tab of fees is attached). Princeton Hydro's bid was \$37,500.00 and FB's was \$49,760.00.

FB Environmental Associates is a leader in the development of watershed based management plans and watershed implementation plans/projects. FB has completed 15 approved US EPA and Maine DEP- 9 Elements for Watershed Based Management Plans (WSBMPs) and 10 Watershed Implementation Plans. The City recently hired FB to update the existing WSBMP for Capehart Brook and they were very attentive to the needs of the City. FB is currently in the process of updating Birch and Penjajawoc Streams existing WSMPs. FB has also recently completed Benthic Monitoring for the City in all 6 of our streams and water quality monitoring in Birch Stream using a datasonde unit. We have recently signed additional water quality contracts with FB including Benthic Monitoring and additional stream monitoring.

Although Princeton Hydro appears to produce an acceptable product they have not completed a WSMP in the State of Maine. The price disparity in their proposal is related to their reliance on volunteers conducting the stream corridor survey and the watershed sector survey included in this hybrid WSMP. FB will conduct this work using trained biologists and watershed consultants and not volunteers.

FB Environmental produces not only an aesthetically pleasing product but one that is technically superior. (There is no other firm in Maine that has completed 3, let alone two approved WSBMPs.) Their work and final products are highly regarded by the Maine DEP and the US EPA—the regulatory officials responsible for approving the WSBMPs. FB Environmental also understands the needs of the City and they are responsive to the implementing common sense approaches to best management practices in watersheds.

Staff recommendation is to award the contract to FB Environmental, in the amount of \$49,760.00 for Arctic Brook.



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PUBLIC SERVICES DEPARTMENT – OPERATION and MAINTENANCE  
Dana R. Wardwell, Director

To: Finance Committee  
From: Dana Wardwell  
Subject: FY 16 Rock Salt Bid  
Date: August 7, 2015

For last two years we joined with the City of Brewer in contracting/bidding for rock salt. Our price last year through International Salt was \$53.98 per ton. The City of Brewer recently opened bids for rock salt for the FY 16 season. Bid prices ranged from \$56.19 - \$79.75 per ton. Staff recommendation is to piggy- back on the City of Brewer bid and award the contract to New England Salt Co., the low bidder, at a price of \$56.19/ton. Staff is confident in the quality of the product as well as the vendor's ability to meet the demands.

As this contract exceeds \$100,000 it would require Council approval.

MEMO

To: Finance Committee  
From: Robert Dawes, Equipment Director  
Subject: Request to Waive Bid Procedure  
Date: August 7, 2015

As you may recall last year the Sewer Maintenance Division began an overhaul of the 2004 Hi-Vac sewer jet truck. Based on increased maintenance efforts to ensure compliance with EPA regulations, the City determined it needed two of these trucks. While the City did purchase a new Jet truck last year, it was determined that an overhaul of the older vehicle would be in the City's best interest in lieu of purchasing two new vehicles.

As part of the FY 16 budget, \$35,000 was appropriated for this purpose. We have obtained a quote from the manufacturer to perform the additional work in the amount of \$23,595.38, which includes parts, labor and materials, thereby extending its useful life. The work would be done by factory trained personnel with a guarantee on our premises so that we will not have to transport the truck back to Ohio.

It is staff recommendation that the bid process be waived and the contract be awarded to Hi-Vac Corporation in the amount of \$23,595.38.

Your consideration of this request would be appreciated. Thank you.

MEMO

To: Finance Committee  
From: Laurie Linscott, Bus Superintendent  
Subject: Request to Waive Bid Process - Mid-Life Overhaul  
Date: August 12, 2015

The State of Maine Department of Transportation (MDOT) has allocated funding to Community Connector to perform a Mid-Life Overhaul on a 2011 Gillig Bus with over 250,000 miles. A Mid-Life Overhaul is performed to add an additional 5 to 6 years to the life of a bus. The estimated life of a bus is 12 year/500,000 miles. This Mid-Life Overhaul would be funded 100% by State Bond Money.

As you may recall from prior discussions, the City is in desperate need to replace and update Community Connector's bus fleet. Because of this problem and the time it will take to complete this overhaul MDOT has requested that Community Connector ask for a Sole Source Procurement Justification. So Community Connector did request a Sole Source Justification and it was accepted. The recommended sole source provider is Maine Military Authority (MMA) in the amount of \$99,997.49. Estimated start date of the project is late August and completion would be no later than December 31, 2015.

MMA is a quasi-governmental agency that specializes in the overhaul of wheeled vehicle conveyances of all types. Starting in the late 1900's with military and commercial vehicles, MMA now overhauls, rebuilds and restores school and transit buses of every make both domestically and foreign made.

Bus #1046 meets the Mid-Life Overhaul FTA eligibility requirements. Bus #1046 is assigned to the VOOT Route. In addition, Community Connector would like to contract a Third Party Consultant to oversee the project, provide any technical assistance as well as perform required inspections, in the amount of \$10,000. In addition, the third party consultant will assist in the warranty documentation associated with this vehicle, as well as provide Community Connector with a Coach History Book, which will document the history of the overhaul from the pre-inspection process through delivery of the vehicle back to our facility. Funding for the consultant is available within the VOOT bus reserve.

It is staff recommendation that the City take advantage of this opportunity and waive the bid process and award contracts to MMA in the amount of \$99,997.49 and Merwin Vehicle Consulting in the amount of \$10,000.

COUNCIL ACTION

Item No. \_\_\_\_\_

Date: August 24, 2015

**Item/Subject: Resolve, Accepting & Appropriating \$99,997 and in MDOT State Bond Funds and \$10,000 from the VOOT Reserve to Fund a Mid-Life Bus Overhaul**

**Responsible Department: Community Connector**

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**Commentary:** The attached Resolve would accept and appropriate \$99,997.49 in State Bond funds and \$10,000 in VOOT Reserve funds to fund a Mid-Life Overhaul to a 2011 Gillig Bus, which has reached the point in its life cycle where it is eligible for a Mid-Life Overhaul.

The state bonds will fund 100% of the mechanical work on the bus and the \$10,000 in VOOT reserves will fund a Third Party Consultant to oversee the project, provide any technical assistance as well as required inspections.

This project and associated funding was reviewed by the Finance Committee at its August 17, 2015 meeting.

\_\_\_\_\_  
Department Head

**Manager's Comments:**

\_\_\_\_\_  
City Manager

**Associated Information:**

**Budget Approval:**

\_\_\_\_\_  
Finance Director

**Legal Approval:**

\_\_\_\_\_  
City Solicitor

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**Introduced for**  
 Passage  
 First Reading  
 Referral

Page \_\_ of \_\_

To: Finance Committee

RE: Update on City Acquired Property/Orders of Demolition

Date: August 10, 2015

Over the last several months the City has acquired or taken action against a number of properties for a variety of reasons.

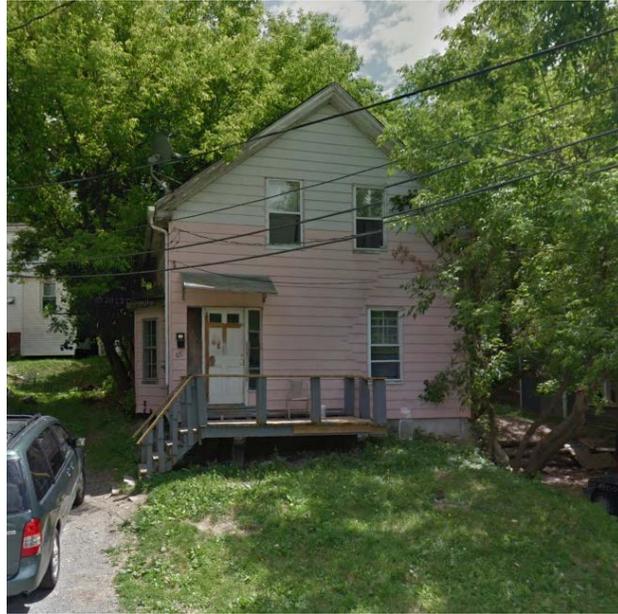
Staff would like to review the recommended actions for each property with the Committee.

➤ Properties Acquired by City

- **45 Patten Street** – Acquired due to matured tax liens. We were recently contacted by the prior owner that we have been unable to locate. A relative had been living in the house and failed to let the owner know they had left the property and stopped paying taxes. She indicated her desire and willingness to reacquire the property. Recommendation is to have staff draft a purchase and sale agreement that would require repayment of all amounts due at the time of the taking, reimbursement for all costs incurred, an overview of the rehabilitation work that must take place, a required level of investment and a timeline for completion.



- **65 Curve Street** – Acquired due to matured tax liens. Demolish using CDBG funds to remove blight (remediate hazardous materials \$4,375, demolition \$6,664 for total of \$11,039). Due to neighborhood conditions and congestion, staff recommendation is to approach the abutters to acquire. Any proceeds would first be returned to CDBG to recoup removal costs, balance of proceeds, if any, would be used to repay costs incurred by the City related to this property as well as the outstanding amounts written off at the time of acquisition, any balance would be deposited into the General Fund Demolition Reserve.



- **3 Charles Street** – Acquired due to matured tax liens. Based on the condition and estimated value of the property, Legal would like to pursue action to “Quiet the Title” to enhance the salability and ultimate sale proceeds for this property. Property would be sold as-is through sealed bid process. Proceeds from the sale would be used to repay costs incurred by the City related to this property as well as the outstanding amounts written off at the time of acquisition, any balance would be deposited into the General Fund Demolition Reserve.



- **5 Grove Street Court** – Acquired due to matured tax liens. Demolish using City funds (remediate hazardous materials \$4,620, demolition \$7,152 for total of \$11,772). Due to neighborhood conditions and congestion, staff recommendation is to approach the abutters to acquire. Any proceeds would first be returned to the City to recover costs.



- **130 Thirteenth Street** – Acquired due to matured tax liens. Based on interest expressed to date, recommendation is to issue an RFP to sell the property as-is. Requirements would include a timeline in which rehab would be completed. Proceeds from the sale would be used to repay costs incurred by the City related to this property as well as the outstanding amounts written off at the time of acquisition, and any balance would be deposited into the General Fund Demolition Reserve.



- **76 Market Street** – Acquired due to matured tax liens. Based on interest expressed to date, recommendation is to issue an RFP to sell the property as-is. Requirements would include a timeline in which rehab would be completed. Proceeds from the sale would be used to repay costs incurred by the City related to this property as well as the outstanding amounts written off at the time of acquisition, and any balance would be deposited into the General Fund Demolition Reserve.



- **217 State Street** – Acquired due to matured tax liens. The property acquired is only ½ of this duplex, recommendation is to sell to owner of the other ½ of building. Terms of the sale would include requirements related to a timeline for rehab, that the acquired portion be reverted to a single family residence and a required level of investment. Proceeds from the sale would be used to repay costs incurred by the City related to this property as well as the outstanding amounts written off at the time of acquisition, any balance would be deposited into the General Fund Demolition Reserve.



- **91 Larkin Street** – Acquired due to matured tax liens. Previously demolished structure to remove blight. Abutters were nonresponsive when asked to make an offer on the lot. The lot is buildable. Legal would like to pursue action to “Quiet the Title” to enhance the salability and ultimate sale proceeds for this property. Property would be sold through the sealed bid process. Proceeds from the sale would be used to repay costs incurred by the City related to this property as well as the outstanding amounts written off at the time of acquisition, any balance would be deposited into the General Fund Demolition Reserve.



- **12 North Street** – Acquired due to matured tax liens. Based on condition of property, recommend building be demolished. One abutter has expressed interest in acquiring this property. Staff recommendation, is that Committee grant staff the authority to negotiate a sales price with the abutter. Terms of the sale would include requirements related to a timeline for demolition of the property or repayment of cost to City to demolish (remediate hazardous materials \$3,200, demolition \$5,420 for total of \$8,620). Proceeds from the sale would be used to repay costs incurred by the City related to this property.



- **177 Pearl** – Homeowner signed property over to the City due to matured tax liens. Structure was demolished with CDBG funds to remove blight. One abutter has expressed interest in acquiring this property. Staff recommendation, is that Committee grant staff the authority to negotiate a sales price with the abutter. This is a buildable lot. As the property was signed over by the owner, this property has a clear title. Proceeds from the sale would be used to repay costs incurred by CDBG related to this property as well as the outstanding amounts written off at the time of acquisition.



- **324 Union** – Acquired due to matured tax liens. Structure was demolished with CDBG funds to remove blight after fire in 2014. Demolished with CDBG after fire in 2014. This is a buildable lot. Legal would like to pursue action to “Quiet the Title” to enhance the salability and ultimate sale proceeds for this property. Property would be sold via sealed bid. Proceeds from the sale would be used to repay CDBG for costs incurred related to this property and the City for outstanding amounts written off at the time of acquisition.



- **171 Garland** – Acquired with CDBG funds. Demolish using CDBG funds to remove blight (remediate hazardous materials \$3,100, demolition \$8,377 for total of \$11,477). Staff recommend due to congestion and conditions in the neighborhood we approach abutters to acquire. Any proceeds would first be returned to CDBG to recoup costs incurred, balance of proceeds, if any, would be used to repay CDBG costs incurred by the City related to this property as well as the outstanding amounts written off at the time of acquisition, any balance would be deposited into the General Fund Demolition Reserve.

