

FINANCE COMMITTEE AGENDA

May 2, 2016 @ 5:15 pm

1. Bids/Purchasing

- a. Sound Monitoring – Community & Economic Development – Acentech - \$18,900
- b. Rock Salt – Public Works – New England Salt - \$56.19/ton
- c. Marketing Services – Health & Community Services – Pulse Marketing Agency
- d. Internet Connection (Redundancy) – Finance – Oxford Network
- e. Armor Protected Vehicle – Police – Lenco Inc - \$208,772
- f. Biofilter Project – WWTP – (Bids were opened on April 27th, due to the required timing of this work the contract will require approval by the Council on May 9th. City staff and the consulting engineers are reviewing the submission and expect to issue a recommendation prior to the meeting. The recommendation will be distributed at the meeting)

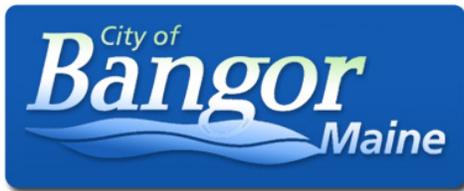
2. Executive Session – 1MRSA Section 405(6)(E) - Workers Compensation Settlement

3. Open Session – Workers Compensation Settlement Recommendation

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

5. Open Session – Hardship Abatement Decision

MEMORANDUM



TO: Finance Committee
FROM: Tanya Emery, Director, Community & Economic Development
DATE: April 29, 2016

Contract for Sound Monitoring

In order to remain within the parameters of our agreements with DEP and monitor sound levels at the waterfront, staff seeks to enter into a contract with Acentech for installation, monitoring, and reporting for the 2016 concerts season. For the 2016 season this would involve sound level monitoring at the mix and in Brewer, real time monitoring capability at the mix for adjustment as necessary, and one report from the consultant summarizing findings at the end of the season. This cost is \$10,500 per season, plus \$1,400 per month of monitoring. Based on a May through October season we expect the total cost of this contract (before travel and reimbursables) to be \$18,900.

Staff recommend approval of the contract as presented.



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

To: Finance Committee
From: Dana Wardwell
Subject: FY 17 Rock Salt Bid
Date: May 2, 2016

Last year we joined with the City of Brewer and Town of Hampden in bidding for rock salt. New England Salt, the low bidder and our supplier last year has offered to extend our contract for 1 more year at the same price as last year. Staff recommendation is to award the contract to New England Salt Co. at a price of \$56.19/ton. Our experience last year was excellent and 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.

To: Finance Committee

From: Jamie Comstock

RE: Marketing RFP- Opioid Overdose Prevention Campaign 2016

Scope of Work:

Public Health and Community Services sought a marketing agency for the development and implementation of a multi-media educational campaign for opioid overdose prevention educational campaign that will reach residents of Penobscot, Hancock, and Washington counties. Desired marketing services include but are not limited to: advertising, commercial art and graphic design, creation of collateral materials, video production, media placement, printing and mailing services, research, and monitoring and evaluation of marketing and advertising results.

The goals of the campaign are to:

- *Reduce overdose deaths by reaching those at risk and their loved ones with safety advice and the essential steps for first responders*
- *Reduce stigma related to substance use disorder*
- *Increase awareness of best practices to prevent overdoses throughout the region*

Selection Criteria:

The following selection criteria was used to arrive at a recommendation for the award:

- Experience of proposer to design campaigns that will reach and resonate with residents in eastern Maine
- Examples of similar social marketing projects that demonstrated alignment with the goals we hope to achieve with the campaign
- Demonstrated understanding of the campaign goals
- Prior history and/or experience working with Public Health and Community Services
- Alignment with proposed budget stated in the RFA
- Alignment with the scope of work outlined in the RFA

Recommendation Process

The bids were independently reviewed by Sally Healey *Grants Manager*, Jamie Comstock *Health Promotion Manager*, and Robin Carr-Slaunwhite *Substance Abuse Prevention Coordinator* using the selection criteria.

Pulse Marketing Agency was the top choice selected by all staff members with the following rationale:

Pulse Marketing Agency demonstrated the greatest understanding of the goals and objectives of the campaign.

Pulse Marketing Agency demonstrated the capacity to reach residents in the outlined communities.

Pulse Marketing Agency's proposed budget/costs for the campaign aligned with the amount of grant funding available for the project, and demonstrated the most value at the lowest cost for the services.

Additionally, staff looked at prior experience working with Public Health and Community Services and other like entities in the state of Maine. Pulse Marketing Agency has worked with Public Health and Community Services on past projects, most recently an electronic cigarette campaign that has been very successful. They have also worked with several other Healthy Maine Partnerships and Drug-Free Communities Coalitions across the state and are familiar with the public health approach to substance abuse prevention and harm reduction. They have proven themselves over time to produce high-quality work that is delivered on time, and within budget and consistently exceeds goals and objectives.

TO: Finance Committee
FROM: Jeff Courtney, IT Administrator
DATE: April 26, 2016
RE: Oxford Network Fiber Internet Connection

City staff is recommending the installation of a new redundant 100 MB internet circuit at the Police Department. This internet connection will be used to provide internet access to Departments and Divisions who wish to provide public Wi-Fi at their location.

In addition, this connection will also be used as a disaster recovery connection to the internet at the Police Departments EOC should a disaster occur and the need to implement the EOC is required.

The cost of this service with Oxford Networks is \$400 per month for 36 months, with a \$250 installation fee. Funding for this service will come from a recent monthly savings of \$850 from the City's current Internet Service provider OTT Communications.



BANGOR POLICE DEPARTMENT

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Bangor, Maine 04401
207-947-7382
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TO: Finance Committee

FR: Mark Hathaway

RE: Request to Purchase Armor Protected Vehicle

DT: April 26, 2016

The police department is seeking permission to purchase a vehicle specifically fabricated with protective armor for the purpose of protecting the occupants to be utilized during the resolution of potentially violent situations. The need and use of this equipment would be situation specific and generally limited to situations involving weapons where there is a threat to public and officer safety. These situations typically involve a person(s) who is focused on injuring or killing others through brutal or intensely hostile behavior.

The police department has a fully functional, highly trained and well managed team of specialized officers, referred to as the Special Response Team (SRT), since the early 1990's. This team has been tasked with resolving the most difficult and violent of situations during the course of the last 25 years. They have done this by employing special techniques, specific equipment and extraordinary determination. We have however not provided this team with the protective armor that modern day conflicts require.

A departmental examination, to include consultation with outside specialists, has revealed that our response and ultimate resolution of some of the violent confrontations we have engaged in during the past three years placed officers in compromising and dangerous situations that otherwise should have been completed with the protection of armor.

We have worked with various vendors for several months for the purpose of identifying the most cost effective approach to purchasing a base model vehicle. We seek a vehicle that will protect. We do not seek a vehicle with unnecessary options or cost. These are expensive vehicles requiring a thoughtful approach and careful consideration.

The quotes from vendors meeting our base model request ranged from \$196,000 - \$288,000. These vendors are located in Michigan, Massachusetts and Virginia. We are requesting permission to purchase the vehicle from Lenco Incorporated of Pittsfield, MA at a cost of \$208,772. This vehicle is widely used in this application throughout the United States including the Maine State Police and Portland Police. It is a proven piece of equipment that is manufactured in New England. The vendor has made modifications to accommodate our pricing needs. The lowest cost vehicle does not have the proven capabilities when compared to the other two vehicles.

The police department is requesting to utilize a combination of savings realized in both health insurance premiums and fuel cost savings in this current year budget. It is not expected that these savings will occur in future budgets. These savings will cover the cost of this purchase. Opportunities for grant funding and collaborations with other agencies were also explored with no results.

We would appreciate your consideration of this project.