

## REPORT OF THE FINANCE COMMITTEE

AUGUST 3, 2016

A meeting of the Finance Committee was held on Wednesday, August 3, 2016, at 7:00 p.m. in the Aldermanic Chamber.

Alderman-at-Large Mark S. Cookson, Vice Chair, presided.

Members of the Committee present: Alderman-at-Large Mark S. Cookson, Vice Chair  
Alderman-at-Large Lori Wilshire  
Alderman-at-Large Michael B. O'Brien  
Alderman Benjamin M. Clemons  
Alderman June M. Caron  
Alderman Ken Siegel

Members not in Attendance: Mayor Jim Donchess

Also in Attendance: Mr. David G. Fredette, City Treasurer  
Mr. Dan Kooken, Purchasing Manager  
Mr. Bruce Codagnone, Director of Information Technology  
Mr. Bill Mansfield, Radio Systems Manager  
Ms. Patty Crooker, Public Health Network Coordinator, City of Nashua  
Mr. Jay Hunewell, Building Manager  
Mr. Angelo Marino, GIS Manager  
Mr. Justin Kates, Emergency Management Director  
Ms. Heidi Peek-Kukula, Manager, Environmental Health  
Ms. Bobbi Bagley, Director, Health & Community Services

---

PUBLIC COMMENT - None

### COMMUNICATIONS

From: Dan Kooken, Purchasing Manager  
Re: Purchase Lawson Upgrade on In-House Hosting (Value: \$326,163)

**MOTION BY ALDERMAN SIEGEL TO ACCEPT, PLACE ON FILE AND CONTINGENT UPON BOARD OF ALDERMEN APPROVAL, AWARD TWO CONTRACTS TO TEAM-ABSOLUTE IN THE AMOUNT OF \$253,800. FUNDS ARE AVAILABLE IN DEPARTMENT 122, INFORMATION TECHNOLOGY; CAPITAL PROJECTS – TECHNOLOGY; ACTIVITY DESCRIPTION: “NGIN” ERP SYSTEM (\$163,800) AND GENERAL FUND OPERATING BUDGET- IT TECHNOLOGY OPERATIONS (\$90,000). ALSO APPROVED IS THE PURCHASE OF HARDWARE AND SOFTWARE FROM DELL AND MICROSOFT. FUNDS ARE AVAILABLE IN DEPARTMENT 122, INFORMATION TECHNOLOGY; CAPITAL PROJECTS – TECHNOLOGY; ACTIVITY DESCRIPTION: “NGIN” ERP SYSTEM (\$72,363)**

### ON THE QUESTION

Mr. Bruce Codagnone, Director of Information Technology

Currently our ERP system, Lawson, is hosted by a company called ATOS and ATOS bought out the company ACS, which was hosting the equipment. We had heard rumors that they were going to get out of the business of hosting the government channels and only do healthcare. They informed us on July 7<sup>th</sup> that they were going to get out of the hosting practice for the government entities and that our hosting contract would end when the contract naturally ends on November 30<sup>th</sup>. In order to do that, right now we were planning on doing an upgrade to the application to version 10 and were working with them to get that done and that obviously has to be put on hold because the first part is to migrate it out of there. Our plan is to bring it in-house so that we will

host it internally and in order to do that what we are going to do is buy the servers and the hardware here and then install the ERP version 10 here and then migrate the application and the database to the site here. We essentially only have four to six months to do this before the contract ends. It takes four to six months just to do the upgrade. It's a very tight timeframe. We have reviewed our contract with legal and we do have some wiggle room where we can go month to month if we have to but I'd rather not. It's all hands on deck from my teams' perspective. This request is three parts; one is to upgrade the ERP application from a version 9 to a version 10 and that's the \$163,800 and the other is to procure hardware and software for the new servers to replace in our server room and the third part is to have the company that is doing the upgrade do remote managed services of the application. So rather than hosting externally and having someone manage it for us it will be hosted here and they will remotely manage the application and that will be \$90,000 per year. The good part about that is it saves us \$120,000 a year starting in year two.

Alderman Siegel

I appreciate what Director Codagnone is doing and it's nice to be able to save the money but in reading the contract I'm telling you that \$210 an hour; I just feel like we have a gun to our head and we have no other options and they know that and we are getting charged...I've never seen anything like that for software work. Is there any way that we can get to the point where we are not a prisoner to that kind of charge?

Director Codagnone

When we actually went out for the upgrade we got three different quotes and they were all pretty much around the same price as far as the same hourly rate. I also looked at other communities that are doing the same thing and I looked at their quotes and they are right in line with what we got provided. INFOR charges that same amount too; it is a high amount but it seems to be the going rate across the industry.

Alderman O'Brien

This is a substantial investment and I can appreciate the concerns of Alderman Siegel. Will this be a friendlier product for our people who use the Lawson system as far as payroll?

Director Codagnone

It's the same system; it's an upgrade to a newer version of the same system. It has a better user interface and some improvements in the applications for payroll and the human capital management component and the financials. It's the system that runs the internals of the city.

Vice Chairman Cookson

By bringing it in-house I want to ask if we have the necessary skillset in order to that to maintain it year over year?

Director Codagnone

We have the necessary skillset for the hardware and the software platform. One of the things that we are doing as part of this upgrade; the current system that was implemented years ago that is now at the ATOS Data Center, is on an AIX platform, a UNIX platform with an Oracle database. Those skillsets we don't have in-house. With this version most people are migrating to more of a Microsoft platform. My department is mostly a Microsoft shop so we have the database skills for Microsoft Sequel Server. We have the Microsoft and the VM skills in house so we can't maintain that going forward.

Vice Chairman Cookson

So when we make this transition to this hardware and software we are going to be off the UNIX system and going to be solely a Microsoft Sequel base?

Director Codagnone

That's correct.

Alderman Siegel

So Microsoft has Cloud services and so that allows us to not buy it. When you say we are saving \$120,000, is that over the existing cost that we are paying?

Director Codagnone

It's over the existing cost.

Vice Chairman Cookson

It's more of a cost avoidance than...

Alderman Siegel

But instead of purchasing the hardware and you use the Microsoft Cloud services which is a hosting service, what's the cost savings, if any, compared to that service?

Director Codagnone

We didn't look at doing that kind of thing, I'm not sure many people are doing that with the Lawson ERP application.

Alderman Siegel

Okay so we don't want to be on bleeding edge?

Director Codagnone

Right.

Vice Chairman Cookson

One last aspect, you identified a group that is going to be remote managing, correct?

Director Codagnone

What do you mean by identified a group?

Vice Chairman Cookson

You have identified a vendor that we are going to be paying "X" amount of dollars annually to remote manage the Lawson system.

Director Codagnone

Correct.

Vice Chairman Cookson

So my question to you is more about security and that is how you are going to maintain availability to this system for this group and yet maintain; is it firewalled so that we don't have to worry about...

Director Codagnone

It is firewalled and we provide a DTM tunnel to them. We allocate the credentials to them and we can audit what they are doing.

Vice Chairman Cookson

Will there be any other systems that are going to be available to them when they remote in?

Director Codagnone

No.

Vice Chairman Cookson

It's solely to Lawson then?

Director Codagnone

Yes, it's solely to Lawson.

**MOTION CARRIED**

From: Dan Kookan, Purchasing Manager

Re: Approve Purchase of a 50 KW Generator for Shakespeare Tower Site (Value: \$13,378)

**MOTION BY ALDERMAN SIEGEL TO ACCEPT, PLACE ON FILE AND AUTHORIZE THE PURCHASE FROM KOHLER CO., KOHLER POWER SYSTEMS IN THE AMOUNT OF \$13,378. SOURCE OF FUNDING IS DEPARTMENT 157, CITYWIDE COMMUNICATIONS; CAPITAL PROJECTS**

ON THE QUESTION

Alderman Siegel

This should be just an automatic; I mean we don't have a generator there and this is our citywide communications. I can't even believe the spit and chewing gum we have been using two years to keep that system going so I don't see any controversy with this.

Mr. Bill Mansfield, Radio Systems Manager

You are correct. It's been over two years since we've had a generator up there. We have a temporary one up there now. The biggest problem that we have with that particular site is that it's in the middle of the woods and there are a lot of critters there and they have gotten into everything up at that site. We have done everything to try to get rid of them. We intend on purchasing this generator and going out to bid and going out to bid on a

building and house this generator inside a building. All of our other sites have generators inside the building and we don't have any issues with them whatsoever.

Vice Chairman Cookson

So we should foresee additional communications from you, Mr. Kooken, regarding that building.

Mr. Kooken

Yes, probably in the middle of September.

**MOTION CARRIED**

From: Dan Kooken, Purchasing Manager  
Re: Contract Award for Climate and Health Adaptation Planning (Value: \$38,000)

**MOTION BY ALDERMAN SIEGEL TO ACCEPT, PLACE ON FILE AND AWARD THE CONTRACT TO NASHUA REGIONAL PLANNING COMMISSION IN THE AMOUNT OF \$38,000. FUNDS ARE AVAILABLE IN DEPARTMENT 171, COMMUNITY SERVICES; CLIMATE AND HEALTH ADAPTATION PLAN GRANT; 55, OTHER CONTRACTED SERVICES**

Ms. Patty Crooker, Public Health Network Coordinator

This is the awarding of the grant based on the climate change and adaptation grant that we received from DHHS in the spring that was before the Board.

Alderman Siegel

Just briefly, we've already fought over this, the contract is fine and we are not going to block things at the Finance Committee level, it's a pass through.

**MOTION CARRIED**

From: Dan Kooken, Purchasing Manager  
Re: Contract Award for City Hall Elevator Modernization (Value: \$184,000)

**MOTION BY ALDERMAN SIEGEL TO ACCEPT, PLACE ON FILE AND AWARD THE CONTRACT TO STANLEY ELEVATOR IN THE AMOUNT OF \$184,000. SOURCE OF FUNDING IS DEPARTMENT 126, FINANCIAL SERVICES; TRUST FUND; 81, BUILDINGS AND IMPROVEMENTS**

ON THE QUESTION

Mr. Kooken

I will comment that initially we were almost convinced that we should treat this as an emergency but since the original time we started to look at that the elevator has been repaired and is functioning okay right now. We did find out that there is a lengthy lead time and it's a high cost.

Alderman Siegel

I'd like to thank Mr. Kooken for providing some questions I had in an e-mail. This is \$184,000 but it didn't go out to bid so I am not sure that I agree that this is a sole source and I have a problem with that. Mr. Kooken was kind enough to provide me with me some breakdowns of what this \$184,000 entails. I am referring to a list which states the elements; a machine, controller, door operator/door equipment, fixtures, cabin flooring, roller guides and warranty & maintenance. If you look on the document you see in front of you, you will see

that everything is rounded off the nearest thousand dollars and I've never seen a quote like that, especially when it involves equipment replacement because just don't cost even thousand amounts. Given that they didn't originally give us a breakdown and it was asked for and they threw this out and having done a number of contracts in the past, I look at this as though they are just throwing numbers over the wall to us and that rings a big red bell in my mind and it says we should go out to bid. We have a working elevator and there is no real justification for sole source unless there is literally no other vendor that supplies these services. I can't support this now. What I see in front of me does not convince me that we are getting the best value for the city.

Alderman O'Brien

Mr. Hunnewell, is this another gun to the head? We have a Stanley elevator so do we have to use Stanley parts, which is part of the problem. If it were an Otis elevator then we would have to deal Otis. Am I correct in assuming that?

Mr. Jay Hunnewell, Building Manager

No, I believe they are non-proprietary, we could have another elevator installed and Stanley elevator could still service that elevator after the original warranty is up.

Alderman Siegel

In fact, in the documents that we were provided with the agenda you can see that they are providing a controller which is specifically no proprietary. I assume that means that other vendors may have access to it. I don't know what the vendor situation is out there so I speak out of ignorance so I don't want to just say no and preclude us from fixing the elevator but this doesn't smell right to me at all.

Mr. Kooken

I should clarify that the elevator that we currently have is not a Stanley elevator. We have Stanley contracted to do any repairs on it.

Alderman Wilshire

Why was there a decision to sole source this?

Mr. Hunnewell

I believe it was not so much sole source as that they have a lot of knowledge with all of the elevators in the city based on the maintenance that they provide. That was the justification.

Alderman Wilshire

I know they are a reputable company but there are other reputable companies out there too. I was just curious why you went that way.

Alderman Siegel

I don't want to stifle any discussion but I don't see any specific reason why we need to act on this now. I would like at least have information if there are other vendors out there. It might make sense to go out to bid because we are talking about \$184,000 and a breakdown in cost to me does not look right at all. I am not comfortable with this.

Mr. Kooken

There are other companies available to do this and I have some contacts in Concord and Manchester who have experienced a lot of elevator work that I can reach out to and get some information.

Alderman O'Brien

I think I could go along with that but my question again to Mr. Hunnewell is do you agree with Mr. Kooken that we do have some time with this elevator. I know that we have had people stuck and the fire department has gotten involved. Are we in a safe margin where we can relook at this and try to get a better price?

Mr. Hunnewell

Well, I was surprised that there was a 34-week lead time. If we were to sign Stanley elevator today it would be 34-weeks until the modernization would be complete. It's conceivable that if we do go out to bid that another company may be able to do it a little bit quicker but we have seen a trend up in entrapments in down time having to send parts out for service because they are obsolete and they have to be repaired. We don't know but we could experience lengthy delays in elevator service between now and even 34 weeks from now. We haven't had a problem since the parts were repaired and reinstalled in the last month but we have seen an uptick in entrapments and down time.

Vice Chairman Cookson

We haven't had both elevators down at the same time though?

Mr. Hunnewell

Correct. The main elevator off of the rotunda provides access to the 3<sup>rd</sup> floor and to the Mayor's office for our citizens with disabilities. They cannot get past the Chamber using the other elevator.

Alderman O'Brien

I want to say that I understand what Mr. Kooken said; that this was probably presented because of the emergency in nature but we seem to have a little bit of breathing room. Can we look at this quickly to try to get a feel for the bidding out there and then come back because this could turn into an emergency situation if the parts don't last as long as we hope; if it is that much of a lead time to try to get service and repairs.

Mr. Hunnewell

That's correct, for example, we had two weeks down time in June and another week in July where the elevator was out-of-service. Again, even if we sign today we are still 34 weeks away from modernization.

Vice Chairman Cookson

In response to your question, Alderman O'Brien, I believe that if there were which was deemed an emergency then the Mayor would provide us with the opportunity to move forward and grant that repair work to be done.

Alderman Clemons

How much would it cost to build a ramp right there as opposed to fixing that elevator, at least until we get a better bid or idea?

Mr. Hunnewell

I would have to ask a lift company to come in and provide a cost proposal for a platform lift to negotiate four steps for access only to the 2<sup>nd</sup> floor. It would only provide access to the Mayor's office and not the 3<sup>rd</sup> floor auditorium where as you know, you have public meetings. Those may have to be rescheduled to accommodate our citizens with disabilities.

Alderman Clemons

Isn't that the hallway the reason why there are two elevators? Downstairs there is a ramp; you can get from one side to the other, right?

Mr. Hunnewell

No, there is no ramp; there are steps that you need to negotiate.

Alderman Clemons

I guess I would be interested to see versus the cost of that...I mean that's something that we should probably invest in anyway because it's kind of embarrassing that you can't get from one side of City Hall to the other without having to go through a maze if you are in a wheelchair. I'd like to also see the cost of a ramp or something very simple just to negotiate those stairs would be in addition to anything that comes back.

Vice Chairman Cookson

Mr. Hunnewell, can you get an estimate that would allow a person to enter from the rear of City Hall and navigate the first and second floors to have access to all areas of the first and second floor of City Hall when you do that estimate for lifts and stairs.

Alderman Clemons

That's what I just asked.

Vice Chairman Cookson

That's correct, I was just reiterating it.

Mr. Hunnewell

Okay, just so I understand the request, it's to provide access to the second floor? We have the elevator over here that provides access to all levels with the exception of the 2<sup>nd</sup> floor which is the Mayor's office and the 3<sup>rd</sup> floor which is the auditorium.

Vice Chairman Cookson

Right, so If that elevator is going to be out of service for any extended period of time and we want to provide access to all areas within City Hall then somebody would have to navigate from the back of City Hall near the City Clerk's office, navigate some steps in the middle, get to the rotunda elevator and then have access to all three floors. Also, they would have to navigate these steps in order to access the Aldermanic Chamber as well as the other areas on the 2<sup>nd</sup> floor.

Mr. Hunnewell

Thank you for clarifying that, I understand.

Alderman Caron

I was going to ask the same question that Alderman O'Brien asked. I think it's important that we get the best that we can. My concern is the 34-week turn-a-round and in the meantime if we have any major breakdowns then it's going to cost us even more money. I also understand Alderman Siegel's concern but my concern is having staff being stuck in the elevator for two or three hours.

**MOTION BY ALDERMAN SIEGEL TO TABLE  
MOTION CARRIED**

**MOTION BY ALDERMAN SIEGEL TO SO FAR SUSPEND THE RULES AS TO ACCEPT  
COMMUNICATIONS RECEIVED AFTER THE AGENDA WAS PREPARED  
MOTION CARRIED**

From: Dan Kookan, Purchasing Manager  
Re: Finance Committee Meeting Question on Stanley Elevator Contract, etc.

**MOTION BY ALDERMAN SIEGEL TO ACCEPT AND PLACE ON FILE THE COMMUNICATION RECEIVED  
FROM MR. KOOKAN REGARDING THE STANLEY ELEVATOR CONTRACT  
MOTION CARRIED**

From: Dan Kookan, Purchasing Manager  
Re: ESRI Software License Renewal (Value: \$25,000)

**MOTION BY ALDERMAN SIEGEL TO ACCEPT, PLACE ON FILE AND, CONTINGENT UPON BOARD OF  
ALDERMEN APPROVAL, AWARD THE CONTRACT TO ESRI IN THE AMOUNT OF \$25,000 PER YEAR.  
FUNDS ARE AVAILABLE IN DEPARTMENT 134, GIS; GENERAL FUND; 54, PROPERTY SERVICES**

ON THE QUESTION

Mr. Angelo Marino, GIS Manager

This is the renewal of the, at the same price, for the software that we have been paying for the last three years. It allows for us to provide licenses to anyone in the city who wants one as well as allows us to publish information to be placed in all of the web maps that we create.

Alderman Siegel

I am in favor of this purchase but I want to note that this is actually a three-year contract. The \$25,000 is per year and it's half of the \$50,000 that we actually pay as a licensing fee and the other half is going to be paid by Pennichuck and we will be able to share the data back and forth which is good. I just want to be clear that this is not a one-time purchase of \$25,000 and that's why we need to get the full Board's approval.

**MOTION CARRIED**

From: Dan Kookan, Purchasing Manager  
Re: Contract Award for Roadside and Trail Mowing (Value: Not-to-Exceed \$26,000)

**MOTION BY ALDERMAN SIEGEL TO ACCEPT, PLACE ON FILE AND AWARD THE CONTRACT TO  
KOHL FARMS IN AN AMOUNT NOT-TO-EXCEED \$26,000. SOURCE OF FUNDING IS DEPARTMENT 177,  
PARKS AND RECREATION; GENERAL AND TRUST FUNDS, PROFESSIONAL SERVICES (\$22,000) AND  
DEPARTMENT 169, WASTEWATER; WASTEWATER; 55, OTHER PURCHASED SERVICES (\$4,000)**

ON THE QUESTION

Alderman Clemons

Is this something that we have done in the past?

Mr. Kooken

Yes, I believe that the rate that it is being done at is the same as it was a year ago.

Alderman Siegel

Just a brief comment, it is the same rate but I would also like to note that unlike in the past, the breakdown between Parks & Rec and Wastewater is correct this time. We are not trying to soak the wastewater fund and that used to happen so it's Kosher.

**MOTION CARRIED**

From: Dan Kooken, Purchasing Manager

Re: Approve Purchase of a Replacement Toro Groundmaster 3505-D Mower (Value: \$27,627)

**MOTION BY ALDERMAN SIEGEL TO ACCEPT, PLACE ON FILE AND AUTHORIZE THE PURCHASE FROM TURF PRODUCTS CORP IN THE AMOUNT OF \$27,627. FUNDS ARE AVAILABLE IN DEPARTMENT 177, PARKS AND RECREATION; CERF  
MOTION CARRIED**

From: Dan Kooken, Purchasing Manager

Re: Approve Purchase of an Integration Carousel for Labine Park (Value: \$50,715)

**MOTION BY ALDERMAN SIEGEL TO ACCEPT, PLACE ON FILE AND AUTHORIZE THE PURCHASE FROM GORIC MARKETING GROUP IN THE AMOUNT OF \$50,715. SOURCE OF FUNDING IS DEPARTMENT 177, PARKS AND RECREATION; GENERAL FUND; LABINE PARK**

ON THE QUESTION

Alderman Caron

I know that there has been some talk about this carousel but I am really pleased that Park & Rec is able to get the money for this because it is going to be the highlight of that park for our disabled community. Roby Park was our star and now I think Labine Park will be an added bonus to our park system.

**MOTION CARRIED**

From: Dan Kooken, Purchasing Manager

Re: Rail Trail Lighting (Value: \$87,288)

**MOTION BY ALDERMAN SIEGEL TO ACCEPT, PLACE ON FILE AND AWARD THE CONTRACT TO CONSOLIDATED ELECTRICAL DISTRIBUTORS IN THE AMOUNT OF \$87,288. FUNDS ARE AVAILABLE IN DEPARTMENT 177, PARKS & RECREATION; CAPITAL IMPROVEMENT PROJECTS; RAIL TRAIL LIGHTING**

ON THE QUESTION

Alderman Clemons

What exactly are we replacing, the whole light fixture itself or just the lights?

Mr. Kooken

It's the mounting post and the actual lights themselves.

Alderman Siegel

Are we using 4,000K lights in this?

Mr. Kooken

They are using the same as on the Main Street sidewalk so I don't believe those are 4,000K; I would have to follow-up and provide you with that information.

**MOTION CARRIED**

From: Dan Kooken, Purchasing Manager  
Re: DW Highway Vehicle Detection from Poisson Avenue to Graham Drive (Value: \$69,700)

**MOTION BY ALDERMAN SIEGEL TO ACCEPT, PLACE ON FILE AND AWARD THE CONTRACT TO ELECTRIC LIGHT COMPANY IN THE AMOUNT OF \$69,700. SOURCE OF FUNDING IS DEPARTMENT 160, ADMINISTRATION AND ENGINEERING; TRUST FUND; 55, OTHER SERVICES (\$51,300) AND DEPARTMENT 161, STREET; GENERAL FUND; PAVING (\$18,400)**

ON THE QUESTION

Alderman Wilshire

Didn't we rename Poisson Avenue to Venture Way?

Alderman Siegel

Yes, we did it two years ago.

**MOTION CARRIED**

From: Dan Kooken, Purchasing Manager  
Re: NWTF Air Handler Replacement Project (Value: \$67,093)

**MOTION BY ALDERMAN SIEGEL TO ACCEPT, PLACE ON FILE AND AWARD THE CONTRACT WRIGHT PIERCE IN THE AMOUNT OF \$67,093. FUNDS ARE AVAILABLE IN DEPARTMENT 169, WASTEWATER; CONTROL BUILDING HVAC UPGRADES**  
**MOTION CARRIED**

From: Dan Kooken, Purchasing Manager  
Re: Water Booster Station Upgrades – Study and Evaluation Phase (Value: \$17,500)

**MOTION BY ALDERMAN SIEGEL TO ACCEPT, PLACE ON FILE AND AWARD THE CONTRACT TO WOODARD & CURRAN IN THE AMOUNT OF \$17,500. SOURCE OF FUNDING IS DEPARTMENT 169, WASTEWATER; WATER BOOSTER STATION UPGRADES; 53, PROFESSIONAL AND TECHNICAL SERVICES**

**MOTION CARRIED**

From: Dan Kooken, Purchasing Manager  
Re: FY17 Engineering Services - Landfill (Value: Not-to-Exceed \$80,000)

**MOTION BY ALDERMAN SIEGEL TO ACCEPT, PLACE ON FILE AND AWARD THE CONTRACT TO SANBORN HEAD & ASSOCIATION IN AN AMOUNT NOT-TO-EXCEED \$80,000. FUNDS ARE AVAILABLE IN DEPARTMENT 168, SOLID WASTE; 53, PROFESSIONAL & TECHNICAL SERVICES**  
**MOTION CARRIED**

UNFINISHED BUSINESS – None

NEW BUSINESS - None

TABLED IN COMMITTEE

**MOTION BY ALDERMAN SIEGEL TO TAKE FROM THE TABLE THE COMMUNICATION REGARDING THE CodeRED CONTRACT**  
**MOTION CARRIED**

From: Dan Kooken, Purchasing Manager  
Re: CodeRED Contract (Value: \$22,000)

**MOTION BY ALDERMAN SIEGEL TO ACCEPT, PLACE ON FILE AND, CONTINGENT UPON BOARD OF ALDERMEN APPROVAL, AWARD THE CONTRACT TO EMERGENCY COMMUNICATIONS NETWORK IN THE AMOUNT OF \$22,000. FUNDS ARE AVAILABLE IN DEPARTMENT 156, EMERGENCY MANAGEMENT; GENERAL FUND; 54, PROPERTY SERVICES**

ON THE QUESTION

Mr. Justin Kates, Emergency Management Director

The time has come for us to renew our contract with CodeRED. This is a bit of a different contract. We've been able to negotiate price down from where it was over the past three years. We met with the key stakeholders from the city that are responsible for sending out emergency notifications, the police department, the fire department, public health and emergency management as well as public works to discuss if it made sense to continue our service with Emergency Communications Network or to look at other services. We did get some additional information from some of the key competitors and we found that for the most part it really didn't make sense for us to switch to another vendor. The main reason being we would have to start from scratch on the development of our contact database. Previously the contract was for \$36,000 per year and we are going to maintain the same level of service with this but we've been able to negotiate it down to \$22,000 per year.

Alderman Siegel

The question that I have is about the CodeRED concept in general. In an environment where a large number of people are running around with Smart Phones and other devices that are receiving alerts; whether you sign up for them or not, I am wondering to what extent the CodeRED function is really something that we need to pay for. We are sort of getting it along with our existing services.

Mr. Kates

That question actually came up three years ago when we had initially gone for CodeRED. I honestly have a little bit of a different perspective on these types of technology things. I don't have a land line at home. I barely use any of these old fashioned technologies as they like to call them. From my perspective and one of

the things that we hear regularly when we go out into the community is that we need to have diversity when it comes to the systems that we send emergency notifications with. Three years ago my perspective was that we should go the route of an App and really be able to send out notifications via that kind of a service. When it came down to it we found out that many folks still relied on land lines, cell phones and text messages for their notification services. The other challenge that we ran into when we were looking solely towards the more advanced technologies were really the ability for us to be able to share both non-emergency information and emergency information and be able to get it to them in a timely manner. We have social media, the city website and plenty of other avenues that we can get this information out and we do utilize those but they don't have that same ability to be able to "ping" a person for the most part and those systems are more passive versus the ability for us to make that phone call and make it in the middle of the night when we need to get their attention. Many of you have probably gotten messages in the past couple of years from a system called IPAWS which was an infrastructure that was built by FEMA. It's built into every new phone whether it's Smart or not. It enables the federal government or any other authorized user to be able to turn your phone on and it makes all kinds of weird noises. You may have seen it during tornado warning or things like that. The city is one of two entities in the state that has that ability at the local level but we can only use that system for life or death situations. If there hazardous materials and we needed to be able to tell people to shelter and place immediately. The weather service, we wouldn't even interfere with that, the weather service would send those alerts using that system directly. As part of this CodeRED contract you may have seen an addendum which authorizes the city, as part of the CodeRED contract to be able to access the IPAWS system. So not only with CodeRED are we using the more traditional and legacy style systems like land line telephone, cell phone, text messaging and e-mail but we also have the ability to enter into the IPAWS system. IPAWS is not one of those capabilities that we can just go on the FEMA website and be able to have a username and password; we need some sort of a service provider to authorize that. I would just reiterate that the whole concept is, and it sounds kind of funny from the emergency manager but I don't sign up for CodeRED because I do have other ways to get that information, I am a young person that has grown up in that era. We have to think about all the other folks that rely on these communications. After every one of these is sent out I get a few people that say unsubscribe me because I don't live in Nashua anymore and sometimes they don't live in Nashua but like to know what is going on.

Alderman Siegel

I'm aged but technology savvy. I appreciate your diligence and especially getting the cost down. I learned something. I could definitely support this now where before I would have been more skeptical.

Alderman Clemons

I want to say congratulations on getting the cost down, I think it's an important service. When I am away and cell phone service is spotty at best and if that's spotty then there is no internet so I want to know what's going on in the city when I am away. I think it's a good use of money.

**MOTION CARRIED**

**MOTION BY ALDERMAN SIEGEL TO TAKE FROM THE TABLE THE COMMUNICATION REGARDING THE REPLACEMENT VEHICLE FOR THE 2002 CHEVY MALIBU**

**MOTION CARRIED**

From: Dan Kookan, Purchasing Manager

Re: Purchase of 2016 Ford Fusion SE Hybrid

Department: 173 Environmental Health

Account Description: 2016 CERF - Vehicles and 2017 CERF – Vehicles

- Replacement of the 2002 Chevy Malibu Tabled Pending Additional Information – 7/20/16

**MOTION BY ALDERMAN SIEGEL TO ACCEPT, PLACE ON FILE AND AUTHORIZE THE PURCHASE FROM MHQ IN THE AMOUNT OF \$25,080. FUNDS ARE AVAILABLE IN DEPARTMENT 173, ENVIRONMENTAL HEALTH; 2016 AND 2017 CERF - VEHICLES**

**MOTION BY ALDERMAN SIEGEL TO ACCEPT AND PLACE ON FILE THE COMMUNICATION FROM MR. KOOKEN REGARDING THE 2002 CHEVY MALIBU CONDITION AND REPAIR HISTORY  
MOTION CARRIED**

Vice Chairman Cookson

We are going to need a copy of that for our record; can you please give one to Mrs. Lovering?

Mr. Kooken

Okay.

ON THE QUESTION

Ms. Heidi Peek-Kukulka, Manager of Environmental Health

I don't know what would be most helpful. I don't know if you have received the pictures of the under carriage and the rust. Historically it was considered the "bad" car when we purchased the vehicles at the same time and the Ford Taurus was the "good" car and we were heartbroken when the Ford Taurus didn't pass inspection. I am concerned about the safety of personnel driving that car just with the rust as it is. It may have technically passed inspection but it has, in my opinion, exceeded its lifetime.

Ms. Bobbi Bagley, Director, Health & Community Services

Just that the vehicle hasn't been driven because of the condition that it is in so we would want you to highly consider the fact that we do need a new vehicle so that we can get to the places that we need to and don't have to rely on their own personal cars or try to just drive one vehicle.

Vice Chairman Cookson

So if you would allow me, based on that comment, I'd like to ask if people are using their own personal vehicles and are you providing a mileage reimbursement for that use?

Director Bagley

Yes, mileage reimbursement is being provided when people use their own personal vehicles.

Alderman O'Brien

I used to drive cars that looked like some of the photos that you took. My best friends were in the welding business that put the frame together. I did not think that this vehicle was that bad. The due diligence and providing the photographs gave a greater insight to this Board and I would like to say thank you. I think this vehicle has seen its day, we got our money out of it and it's time to get a new one.

Alderman Siegel

I appreciate the information and I agree that the rust pictures shown look pretty bad. I've owned my share of rust pockets. I also appreciated the maintenance and work orders information that was supplied. I'm a little bit concerned because in this maintenance work orders where we have had a number of years that had gone by; I

mean it's clear that rust didn't happen overnight and nothing was done so we are changing the oil but not even addressing obvious problems. I find that tremendously weird.

Mr. Kooken

I would like to point out that of the work orders showed 35 labor hours at about \$900 and that was for rust repair in 2014 and that was repaired so it could pass the state inspection back then and the pictures you saw today are new pictures where that repaired rust is kind of out of control.

Alderman Siegel

I would argue that many of us have cars that are stored outside for long periods of time. I have 2007 vehicle with 178,000 miles on it and it's stored outside and I can tell you that I've had it up on a lift and it looks nothing like that and I'm just wondering how a vehicle could get that rusted out with just normal storage outside. One of the things the work orders have, which I found interesting, was the odometer reading at the point which the vehicles are serviced. On December 12<sup>th</sup> there is service order and the odometer reads 70,827 miles. Now there is another service order that comes in on June 12, 2015; and the odometer reading is 70,827 miles so either the odometer has been tampered with, which clearly is illegal, and I don't think that has happened or the car hasn't gone anywhere. The next service order is dated September 17, 2015; and we are up to 74,401 miles. Now we are at October 19<sup>th</sup> where it's 74,401 and moving along to the present day where I believe we are at about 78,000. My point is basically over a number of years we have very few miles on this car. Why are we buying a new car when we can do a reimbursement at .57 cents per mile?

Ms. Peek

In my opinion, it's cheaper. We have been understaffed for periods of time when it hasn't been necessary to put everybody out on the road at the same time. Right now we have a vacancy and we are waiting for someone to start on the 22<sup>nd</sup> of this month. This car has broken down repeatedly and we've had to get staff back. We only two years of maintenance records but we recognize that it was a problem. It doesn't lock, the A/C doesn't work. It's just not reliable and it has not gone to Concord for a very long time.

Vice Chairman Cookson

I don't think it necessarily addresses the question that Alderman Siegel asked which was why purchase a new vehicle at \$25,000 versus reimbursing at .57 cents per mile.

Alderman Siegel

Just to clarify, I don't have any issue with the condition of the car. I think it's not a drivable vehicle.

Ms. Peek

In my opinion it's more expensive to pay for somebody's mileage and I may be wrong. We have three people whose time is almost 75% in the field. I don't want to limit where they go and we can also have an animal head that needs to be transported to the state laboratory and that cannot go into personal vehicles. We do a lot of sampling of icky stuff that does not go into personal vehicles. We thank you very much for the approval of the other car, we really needed that as well but I think that mileage would really rack up quite quickly. I try to be very conservative with our mileage reimbursements and I don't want to just start spending that down.

Vice Chairman Cookson

You characterize this as the "bad" car and so that raises the question of do you currently reimburse employees mileage because they are not using the vehicle.

Ms. Peek

Yes.

Vice Chairman Cookson

So you do have some sort of historical information that says this is how much we paid for mileage? That would serve us as a good barometer. I mean if you are spending \$25,000 in mileage reimbursement then it potentially could make sense to purchase a new vehicle.

Ms. Peek

There are a couple of wild card factors; one is I never drive the city cars and my trips are typically back and forth to Concord for meetings. If I am driving around locally then I do not submit mileage; again we are very conservative about this. We've had some staff turnover and changes so the data is going to be a little skewed there, depending upon who was on staff or who wasn't using a car at some point in time. The responsibilities of our Deputy Health Officer/Laboratory Director have changed so that he can conduct a lot of his activities in the field as well. It's hard to look at one point in time.

Vice Chairman Cookson

I can certainly appreciate that and I know that there are a bunch of variables that go into measuring it. I am just trying to say that you have some historical information; you have data that can at least provide us with some direction and some trending.

Alderman Siegel

I have no doubt that you are conservative. The point you brought up about laboratory material not being transported in a personal car, I certainly would agree with that. The question is if here other cars available? It sounds like there is a pool and we have other city cars and based on what I've seen, and admittedly it's a small sample of data here, I'm not seeing a lot of miles here and so when you are looking at the amount of money that we are looking at to buy a new car, even assuming the current cost, it's a lot of miles and it's more than the trends show in this particular vehicles case. I understand you are reluctant to use your mileage but in looking at the big picture from the city's perspective it's more cost effective, again, based on this data that I have, to get the mileage reimbursement. I am not comfortable approving this knowing that there might be better information out there that we could save money and solve the problem.

Ms. Peek

I'd like to offer another scenario. When we are conducting pool samples, there may be three people out collecting those samples; ideally in city vehicles. Again, I don't want those types of things; I mean it could be high in chlorine and bleach someone's seats. We have had a person who worked in our department who didn't have a car and depended on public transportation. I understand what you are saying but I would feel better about having three newer vehicles that are safe and ready to go at a moment's notice.

Alderman Siegel

And I understand that but we have a record in front of us that indicates that we have an automobile that didn't move for over six months and it was during the period of time that the pools would have been actively tested so while it may not be ideal from one perspective there are other expenses with this.

Alderman O'Brien

In looking at the photographs I would not have drove this myself, it would be dangerous. Are we going to ask, as part of the interview process, do you mind using your own car? If something spills in their car do we have to pay to remove a stain? If somebody keys their car do we have to pay for that? If they are under our employ then I think the City of Nashua has broad enough shoulders to buy a vehicle to help those employees do their particular job. If you are going to look at the data on this then I want a legal opinion on this as well because making a demand that people use their own vehicles. If I am an employee but I like taking a bike to work then I have to take my car. It's putting a lot of the oeneus on people. This vehicle was a 2002 so the new vehicle is going to have at least a better than 10-year life span with the city so I think we will get our money's worth and I think we got our money's worth out of the 2002. I think this would be a good investment.

Vice Chairman Cookson

Director Bagley, do you have a policy within your department with regard to mileage reimbursement?

Director Bagley

I don't think we have an official policy.

Vice Chairman Cookson

I didn't know if this was a policy that you enacted that you thought it would be a good idea just to pay mileage reimbursement or if this were something documented in the city as part of employment that if you did use your personal vehicle then you were entitled to reimbursement.

Director Bagley

There is not an official policy at the division. I'd have to look and see if there is a city policy for all city employees.

Alderman Wilshire

Who verifies whether these people have insurance on those vehicles that they are using while they are working? Do we know if people who are driving their personal vehicle for work have car insurance?

Ms. Peek

I am not aware of that.

Vice Chairman Cookson

Let me follow-up with you. Are you asking whether they have insurance for their own personal vehicles?

Alderman Wilshire

If they are using their own personal vehicle to do city business, is someone verifying that they have insurance on that vehicle because if they are injured during working hours and there is no insurance there I think the city is on the hook for that.

Vice Chairman Cookson

Otherwise the city has insurance for the vehicles that they own.

Alderman Clemons

At \$25,080; at .57 cents per mile the break-even point would be 44,000 miles. The Ford Taurus had 80,000 on it at the end of its life with the city so you could say that the cost that we are paying is for about half of the life of the vehicle if we assume that we will get similar use out of the new Fusion. The question then becomes what about maintenance. I assume that these come with a manufacturer's warranty?

Ms. Peek

I would assume so as well.

Alderman Clemons

Is that 36 or 60?

Mr. Kooken

It is three years or 36,000.

Alderman Clemons

Does that cover the hybrid battery?

Mr. Kooken

It covers it.

Alderman Clemons

Have we had good luck with our other hybrids?

Mr. Kooken

Yes, we have two of them in parking enforcement and I did check on the city service on those. They are both 2015 vehicles. One was at 25,000 miles and one was at 21,000 miles and there were a couple of small recalls that were fixed under warranty and no other issues at all.

Alderman Clemons

My background is auto sales and the 2002 domestic vehicles are; that wasn't a very proud time of auto manufacturing in the United States however the Ford Fusion has a very good reputation. I think it's an upfront investment that is going to pay for itself over the second half of the lifespan of the vehicle. While we may save money in the short run, I think in the long run we are better off to buy the vehicle.

Alderman Siegel

I wouldn't even be having this discussion at this point if I didn't see the odometer readings and calculated out the yearly mileage usage so yes, you can say at .57 cents per mile we get "X" number of miles given the purchase and even throwing away the maintenance and everything like that. It's just that we aren't putting that many miles on the car, that's my point. I agree that the car needs to be scrapped. We shouldn't have people driving that car.

I don't think there's anyone on this committee that says that car is fine. That's not the issue. There seems to be a situation where somehow we've managed to not even be driving this vehicle during periods of time but

still accomplishing tasks. Even the aggregate number of miles over the 2 ½ years of solid data that we have in front of us indicate that there's not a huge amount of mileage. The total amount of miles accumulate is uncertain at best. It may very well be worthwhile to use. It may be the case that getting a new vehicle allows us to do things that we are doing by alternate means by putting miles on other vehicles. I don't know. That's not in front of me. All I know is there's a certain reimbursement rate we can use and based on what I am seeing in front of me, it would be better to go that way. That's all I know based on what is in front of me.

Director Bagley

I want to comment on the fact of the low mileage is because there was a choice made not to drive the vehicle because the vehicle was unreliable and deemed to be unsafe and so it wasn't driven. That's why the mileage is so low.

Vice Chairman Cookson

Which I think is why it is important to understand what miles gage was driven when this vehicle wasn't used. That would help us better understand what sort of expectation you are putting on your employees to accomplish the jobs that they need to accomplish. Similar to Alderman Siegel, we can only go with the data we have in front of us. The pictures and this information, the historical records, certainly broadened our perspective more than we had at the last meeting. It helps us better understand to Alderman Siegel's comment, you shouldn't be driving this car. I don't think there's any question that everybody on this committee agrees to that point, but I need more information. It helps me make a better decision based on due diligence.

Ms. Peek

I was hoping to drop our mileage line in the budget by getting these cars, both of these replacement cars. I was also hoping to significantly reduce our vehicle repair line as well. DPW is very good to us. They really don't charge us much more than parts. It's hard to gage some of these things. I was looking at reducing those two lines by replacing these two vehicles.

Alderman O'Brien

Just an observation, looking at the rust on this vehicle, one could probably ask how does it happen. It's a no-brainer to those of us that live in the rustbelt here that we call New England. The amount of road salt we put on our roads and the city, things are going to rust. Is there anything in your budget to help out these vehicles? The \$8 car wash with the undercarriage spray or is there no money for that?

Ms. Peek

We do have a miscellaneous line that we did used to use for regular car washes when they were new, when they were worthy of it. When this car, particularly, stopped being reliable, we just kind of used it only when necessary.

Alderman O'Brien

I would suggest, and I would be sportive maybe in the next budget, to look at that. It makes prudent sense that if we're going to supply vehicles to you that they are properly maintained. I know you don't have a place to park them, but if you use our Elm Street Parking Garage undercover.

Ms. Peek

They are.

Alderman O'Brien

Can they go through a wash occasionally to maintain it. That's just as important as an oil change.

Alderman Siegel

It sounds like a legitimate concern. What you have basically done is, the reason I'm seeing such a low mileage, is it's not that there's not mileage being accumulated, it's just been shifted to other automobiles that were more reliable.

Ms. Peek

Yes.

Alderman Siegel

If you could just give a sense of the amount of miles, either you or Director Bagley, it would just make me feel more comfortable. I support safe driving and something cost effective. If what we are doing is just taking mileage and shifting them elsewhere then that 57 cents a mile doesn't make sense in light of what I am seeing in front of me. I don't want to get a false sense of the data. Perhaps you can clarify that.

Director Bagley

I did take a note of that. We'll take a look back at some of the mileage reimbursement because we do keep records of all of those things. Yes, we do have that data.

Alderman Siegel

We can get that data?

Ms. Peek

Yes. And may I say one last thing? I liked the fuel economy of this. I thought that would go a long way. My understanding was that this was a better model vehicle and was excited about that, but we can certainly pull that together for you.

Vice Chairman Cookson

I think to Alderman O'Brien's point, and I think he hit the nail on the head, and that is regardless of what vehicle you get or don't get or the fleet that we do have, we have to maintain it. It's not going to do us any good if we buy this \$25,000 car and let it rust out just as easily as this 2002. You're going to be sitting with a car that is not reliable and you're not going to let people drive. We've got to take a better stance at maintaining our vehicles. This isn't public health. This is the city. When we start looking at the facility on Burke Street and being able to have a garage, things like that makes sense that say that we are doing the right things and we're going to maintain the assets that the city has. Thank you, Alderman O'Brien for making that statement.

Alderman Siegel

I've been swayed a little bit by the some of the things that have been said. On the other hand, it would be kind of nice to know how much miles are going to be driven. I'm not sure what the sense of urgency is about this. Perhaps we can make a better informed decision. If I make a motion to table it can be voted down which is fine. I don't to stifle communications, but it sounds like we've talked about this.

**MOTION BY ALDERMAN SIEGEL TO TABLE PENDING ADDITIONAL DISCUSSION  
MOTION FAILED**

Vice Chairman Cookson

We won't wait for additional information, but we would certainly appreciate it being made available to us, those that are interested.

Alderman Caron

That is what I was going to say. I think having that information for future reference, because obviously there will be other vehicles that will be coming up, will help us down the line.

Vice Chairman Cookson

We will go back to the original motion which is to accept, place on file and authorize the purchase from MHQ in the amount of \$25,080.

**MOTION CARRIED**

Ms. Peek

If I could just add a little bit more. It has made me nervous hiring somebody potentially without a vehicle. Our lab director lives within walking distance. Sometimes he has walked to work. I think it would serve the city well to look into some of those policies a little bit better. I know other departments just automatically get a stipend for mileage. We don't do that type of thing. We are depending upon our cars. We now have four people who are primarily field people using three vehicles. There will be a reduction in mileage, but I was always a little worried if I hired somebody without a vehicle. What were we going to do with them and how are we going to handle that.

**MOTION BY ALDERMAN SIEGEL TO TAKE FROM THE TABLE O-16-015  
MOTION CARRIED**

**O-16-015**

Endorsers: Alderman-at-Large Lori Wilshire  
Alderman Richard A. Dowd  
Alderman-at-Large Michael B. O'Brien, Sr.

**PROVIDING FOR CONFIDENTIAL REDACTIONS ON THE RECORD OF EXPENDITURES**

- Tabled – 7/20/16

**MOTION BY ALDERMAN SIEGEL TO AMEND O-16-015 IN ITS ENTIRETY BY REPLACING IT WITH  
THE PROPOSED AMENDMENT PLACED ON OUR DESKS THIS EVENING  
MOTION CARRIED**

**MOTION BY ALDERMAN SIEGEL TO RECOMMEND FINAL PASSAGE AS AMENDED**

ON THE QUESTION

Alderman Siegel

Before you are the changes. There's one line that got changed. Part B, Item 3. Section B got changed to remove all generality in the way we can redact information from the Record of Expenditures. It's only wage garnishments; workers' compensation payments and payments where disclosure could endanger or compromise police department personnel. Redactions in this situation may be overridden by a vote of the

Finance Committee. This is essentially what we talked about with some changes from the prior discussion. There's no mention of going into non-public session. It is not a requirement of the finance committee to go into non-public session. It is always the choice of the committee members to go into non-public or not. Members always have the option of querying the police department directly on their own to find some clarification. If that were the case and this were to come before the Board and there was a discussion, one wouldn't have to go into non-public session to say I talked to the Chief, or whoever, got some clarification. I'm comfortable without releasing any information. There was also a discussion I had with Attorney Clarke regarding the specific elements of the Right-to-Know law and how they would apply in this case. The Right-to-Know law is actually not well drafted. This seems like an obvious case to us. It's very clear that the lives of police officers would be in jeopardy should this information be revealed. However, the Right-to-Know law isn't entirely clear on this. We're relying on the notion of impugning the integrity of an individual or the reputation of an individual. In this particular case, a police officer, whether in this department or some other, who has a reputation of being a drug dealer to reveal this information would in fact impugn their reputation which is a carefully crafted reputation to serve a particular purpose. That is sort of the theory by which we can apply this. It's a shame that the common sense portion of this, which is we don't want people to get killed because information was revealed, is actually not part of the existing legislation. I would urge my colleague, Alderman O'Brien, a member of the state legislature to look into plugging such a potential hole so we don't get into a conflict about this. I doubt any of us would reveal the name of a police officer because we were afraid of a Right-to-Know suit, but I just wanted to point that out for completeness sake. That was part of the discussion. That was the changes, and we don't have any "etc." in here that allow for a truck to be driven through this. It's very explicit. That's why the changes were made.

Alderman Wilshire

I'm happy with the amendments; I think they work. I think they accomplish what we set out to accomplish. Thank you for that, Alderman Siegel.

**MOTION CARRIED**

DISCUSSION

RECORD OF EXPENDITURES

**MOTION BY ALDERMAN SIEGEL THAT THE FINANCE COMMITTEE HAS COMPLIED WITH THE CITY CHARTER AND ORDINANCES PERTAINING TO THE RECORD OF EXPENDITURES FOR THE PERIOD JULY 15, 2016 TO JULY 28, 2016**

**MOTION CARRIED**

PUBLIC COMMENT

POSSIBLE NON-PUBLIC SESSION

ADJOURNMENT

**MOTION BY ALDERMAN SIEGEL TO ADJOURN**

**MOTION CARRIED**

The Finance Committee meeting was adjourned at 8:32 p.m.

Alderman Ken Siegel  
Committee Clerk



# DPW FLEET MAINTENANCE CITY OF NASHUA, NH WORK ORDER

WO Number 00002-0004275

CLOSED

Vehicle # 00002-G00367

SHOP	00002	1
CITY OF NASHUA 9 STADIUM NASHUA, NH 03062		
(603) 589-4714		
Vendor Number		
Vendor Name		
PO Number		

CUSTOMER: 00002	Heath Dept	Health
Health Dept. 18 Mulberry Street Nashua NH 03060 603 589-4535		

Odometer:	66895.0	Start	03/26/2014 13:07
Make	Chevrolet	Close	04/14/2014 14:35
Year Model	2002 Malibu	Priority	2 VEHICLE DOWN
Serial #	1G1ND52J02M648598	Reason	4 DRIVERS REPORT
Plate #	G00367	Shop ID	All

LINE	TYPE	COMPLETED	VMRS CODE	MECHANIC/PART NUMBER	DESCRIPTION - OUT PO NUMBER	JOB	HRS / QTY	PRICE / WAGE	TOTAL COST
1	LABOR	03/31/2014	066-002-000	0000000019 DAVE	PM B INSPECTION	RPR	3.00	24.880	74.64
	PART	03/26/2014		51040	OIL FILTER		1.00	2.390	2.39
		03/26/2014		33311	FUEL FILTER		1.00	5.860	5.86
		03/26/2014		5/30	ENGINE OIL		5.00	2.660	13.30
		03/26/2014			LUBE JOB 2		1.00	9.500	9.50
		03/26/2014			37-180	WIPER BLADES		2.00	7.610
2	LABOR	03/31/2014	123-000-000	0000000019 DAVE	STATE INSPECTION	CHK	2.00	24.880	49.76
3	LABOR	07/27/2016	002-028-000	0000000019 DAVE	CAB FLOOR PAN	RPR	35.00	26.730	935.55
	PART	07/27/2016		MISC	MISC		6.00	15.000	90.00

Notes:

Labor Hours	40.00	
LABOR		\$1,059.95
PARTS		\$136.27
TIRES		\$0.00
WRNTY		\$0.00
OUTSIDE PARTS	\$0.00	
OUTSIDE TIRES	\$0.00	
OUTSIDE LABOR	\$0.00	
OUTSIDE		\$0.00
SHOP		\$0.00
TAX		\$0.00
MISC		\$0.00
TOTAL		<b>\$1,196.22</b>

AUTHORIZED BY

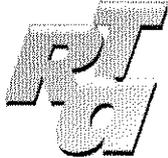
Date: 07/27/2016 02:37 p.m.

SIGNATURE

Report ID: 3-414/WLV

DATE

Page: 1



# DPW FLEET MAINTENANCE CITY OF NASHUA, NH WORK ORDER

WO Number 00002-0005190

CLOSED

Vehicle # 00002-G00367

SHOP	00002	1
CITY OF NASHUA 9 STADIUM NASHUA, NH 03062		
(603) 589-4714		
Vendor Number		
Vendor Name		
PO Number		

CUSTOMER: 00002	Heath Dept	Health
Health Dept. 18 Mulberry Street Nashua NH 03060 603 589-4535		

Odometer	70827.0	Start	12/12/2014 12:01
Make	Chevrolet	Close	12/12/2014 13:31
Year Model	2002 Malibu	Priority	2 VEHICLE DOWN
Serial #	1G1ND52J02M648598	Reason	4 DRIVERS REPORT
Plate #	G00367	Shop ID	All

LINE	TYPE	COMPLETED	VMRS CODE	MECHANIC/PART NUMBER	DESCRIPTION - OUT PO NUMBER	JOB	HRS / QTY	PRICE / WAGE	TOTAL COST
1	LABOR	12/12/2014	066-002-000	0000002016 GUS	PM B INSPECTION	PM	1.50	24.980	37.47
	PART	12/12/2014		51040	OIL FILTER		1.00	2.390	2.39
		12/12/2014		46035	AIR FILTER		1.00	4.920	4.92
		12/12/2014		5/30	ENGINE OIL		5.00	2.020	10.10
		12/12/2014		LUBE JOB	LUBE JOB 2		1.00	20.000	20.00
2	LABOR	12/12/2014	123-000-000	0000002016 GUS	STATE INSPECTION	CHK	1.00	24.980	24.98
3	LABOR	12/12/2014	034-017-000	0000002016 GUS	BRAKE LIGHTS	CHK	0.50	24.980	12.49

Notes:

Labor Hours	3.00	
LABOR		\$74.94
PARTS		\$37.41
TIRES		\$0.00
WRNTY		\$0.00
OUTSIDE PARTS	\$0.00	
OUTSIDE TIRES	\$0.00	
OUTSIDE LABOR	\$0.00	
OUTSIDE		\$0.00
SHOP		\$0.00
TAX		\$0.00
MISC		\$0.00
<b>TOTAL</b>		<b>\$112.35</b>

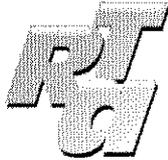
AUTHORIZED BY

Date: 07/27/2016 02:37 p.m.

SIGNATURE

Report ID: 3-414/WLV

DATE



# DPW FLEET MAINTENANCE CITY OF NASHUA, NH WORK ORDER

WO Number 00002-0005732

CLOSED

Vehicle # 00002-G00367

SHOP	00002	1
CITY OF NASHUA 9 STADIUM NASHUA, NH 03062		
(603) 589-4714		
Vendor Number		
Vendor Name		
PO Number		

CUSTOMER: 00002	Heath Dept	Health
Health Dept. 18 Mulberry Street Nashua NH 03060 603 589-4535		

Odometer:	70827.0	Start	06/12/2015 14:53
Make:	Chevrolet	Close	06/12/2015 14:53
Year Model:	2002 Malibu	Priority	2 VEHICLE DOWN
Serial #:	1G1ND52J02M648598	Reason	4 DRIVERS REPORT
Plate #:	G00367	Shop ID	All

LINE	TYPE	COMPLETED	VMRS CODE	MECHANIC/PART NUMBER	DESCRIPTION - OUT PO NUMBER	JOB	HRS / QTY	PRICE / WAGE	TOTAL COST
1	LABOR	06/12/2015	034-005-000	0000002016 GUS	TURN SIGNALS	CHK	4.00	25.670	102.68
2	LABOR	06/12/2015	033-001-000	0000002016 GUS	IGNITION SWITCH	RPL	5.00	25.670	128.35

Notes:

Labor Hours	9.00	
LABOR		\$231.03
PARTS		\$0.00
TIRES		\$0.00
WRNTY		\$0.00
OUTSIDE PARTS	\$0.00	
OUTSIDE TIRES	\$0.00	
OUTSIDE LABOR	\$0.00	
OUTSIDE		\$0.00
SHOP		\$0.00
TAX		\$0.00
MISC		\$0.00
TOTAL		<b>\$231.03</b>

AUTHORIZED BY

Date: 07/27/2016 02:37 p.m.

SIGNATURE

Report ID: 3-414/WLV

DATE

Page: 1



# DPW FLEET MAINTENANCE CITY OF NASHUA, NH WORK ORDER

WO Number 00002-0006165

CLOSED

Vehicle # 00002-G00367

SHOP 00002 1
CITY OF NASHUA 9 STADIUM NASHUA, NH 03062
(603) 589-4714
Vendor Number
Vendor Name
PO Number

CUSTOMER: 00002 Health Dept. Health		
Health Dept. 18 Mulberry Street Nashua NH 03060 603 589-4535		

Odometer	74401.0	Start	09/17/2015 09:49
Make	Chevrolet	Close	09/17/2015 14:36
Year Model	2002 Malibu	Priority	2 VEHICLE DOWN
Serial #	1G1ND52J02M648598	Reason	4 DRIVERS REPORT
Plate #	G00367	Shop ID	All

LINE	TYPE	COMPLETED	VMRS CODE	MECHANIC/PART NUMBER	DESCRIPTION - OUT PO NUMBER	JOB	HRS / QTY	PRICE / WAGE	TOTAL COST
1	LABOR	09/17/2015	066-002-000	0000000086 TOML	PM B INSPECTION	PM	2.50	23.360	58.40
	PART	09/17/2015		51040	OIL FILTER		1.00	2.222	2.22
		09/17/2015		5/30	ENGINE OIL		5.00	2.020	10.10
		09/17/2015		LUBE JOB 1	LUBE JOB 1		1.00	10.000	10.00
		09/17/2015							
2	LABOR	09/17/2015	123-000-000	0000000086 TOML	STATE INSPECTION	CHK	2.50	23.360	58.40

Notes:

Labor Hours	5.00	
LABOR		\$116.80
PARTS		\$22.32
TIRES		\$0.00
WRNTY		\$0.00
OUTSIDE PARTS	\$0.00	
OUTSIDE TIRES	\$0.00	
OUTSIDE LABOR	\$0.00	
OUTSIDE		\$0.00
SHOP		\$0.00
TAX		\$0.00
MISC		\$0.00
<b>TOTAL</b>		<b>\$139.12</b>

AUTHORIZED BY

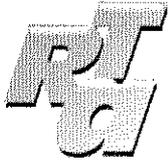
Date: 07/27/2016 02:37 p.m.

SIGNATURE

Report ID: 3-414/WLV

DATE

Page: 1



# DPW FLEET MAINTENANCE CITY OF NASHUA, NH WORK ORDER

WO Number 00002-0006237

CLOSED

Vehicle # 00002-G00367

SHOP	00002	1
CITY OF NASHUA 9 STADIUM NASHUA, NH 03062		
(603) 589-4714		
Vendor Number		
Vendor Name		
PO Number		

CUSTOMER: 00002	Heath Dept	Health
Health Dept. 18 Mulberry Street Nashua NH 03060 603 589-4535		

Odometer	74401.0	Start	10/19/2015 07:57
Make	Chevrolet	Close	10/19/2015 08:11
Year Model	2002 Malibu	Priority	2 VEHICLE DOWN
Serial #	1G1ND52J02M648598	Reason	4 DRIVERS REPORT
Plate #	G00367	Shop ID	All

LINE	TYPE	COMPLETED	VMRS CODE	MECHANIC/PART NUMBER	DESCRIPTION - OUT PO NUMBER	JOB	HRS / QTY	PRICE / WAGE	TOTAL COST
1	LABOR	10/19/2015	033-005-000	0000000019 DAVE	SPARK PLUGS	RPL	8.00	25.570	204.56
	PART	10/19/2015		41-101	SPARK PLUGS (NAPA)		6.00	5.990	35.94
		10/19/2015		700345	WIRE SET (NAPA)		1.00	30.750	30.75
2	LABOR	10/19/2015	034-017-000	0000008484 DAN	BRAKE LIGHTS	RPR	2.00	23.360	46.72

Notes:

Labor Hours	10.00	
LABOR		\$251.28
PARTS		\$66.69
TIRES		\$0.00
WRNTY		\$0.00
OUTSIDE PARTS	\$0.00	
OUTSIDE TIRES	\$0.00	
OUTSIDE LABOR	\$0.00	
OUTSIDE		\$0.00
SHOP		\$0.00
TAX		\$0.00
MISC		\$0.00
<b>TOTAL</b>		<b>\$317.97</b>

AUTHORIZED BY \_\_\_\_\_

Date: 07/27/2016 02:37 p.m.

SIGNATURE \_\_\_\_\_

Report ID: 3-414/WLV

DATE \_\_\_\_\_



# DPW FLEET MAINTENANCE CITY OF NASHUA, NH WORK ORDER

WO Number 00002-0007110

CLOSED

Vehicle # 00002-G00367

SHOP	00002	1
CITY OF NASHUA 9 STADIUM NASHUA, NH 03062		
(603) 589-4714		
Vendor Number		
Vendor Name		
PO Number		

CUSTOMER: 00002	Heath Dept	Health
Health Dept. 18 Mulberry Street Nashua NH 03060 603 589-4535		

Odometer	75825.0	Start	06/28/2016 08:05
Make	Chevrolet	Close	06/28/2016 08:06
Year Model	2002 Malibu	Priority	2 VEHICLE DOWN
Serial #	1G1ND52J02M648598	Reason	4 DRIVERS REPORT
Plate #	G00367	Shop ID	

LINE	TYPE	COMPLETED	VMRS CODE	MECHANIC/PART NUMBER	DESCRIPTION - OUT PO NUMBER	JOB	HRS / QTY	PRICE / WAGE	TOTAL COST
1	LABOR	06/28/2016	123-000-000	0000008484 DAN	STATE INSPECTION	SI	1.50	23.710	35.57

Notes:

Labor Hours	1.50	
LABOR		\$35.57
PARTS		\$0.00
TIRES		\$0.00
WRNTY		\$0.00
OUTSIDE PARTS	\$0.00	
OUTSIDE TIRES	\$0.00	
OUTSIDE LABOR	\$0.00	
OUTSIDE		\$0.00
SHOP		\$0.00
TAX		\$0.00
MISC		\$0.00
TOTAL		\$35.57

AUTHORIZED BY

Date: 07/27/2016 02:37 p.m.

SIGNATURE

Report ID: 3-414/WLV

DATE

Page: 1

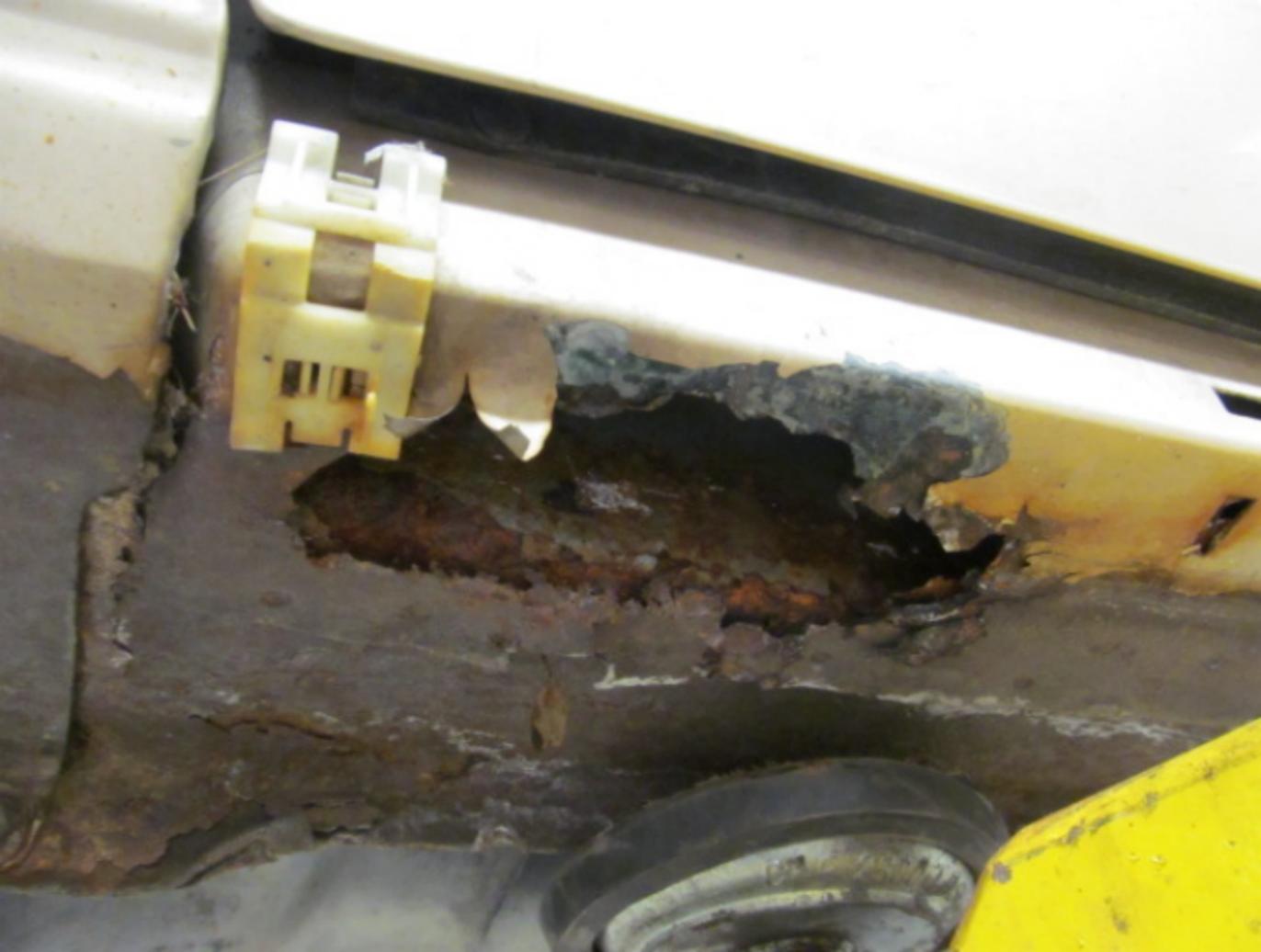
















**From:** Kooken, Daniel

**Sent:** Tuesday, August 02, 2016 4:46 PM

**To:** Siegel, Ken

**Subject:** RE: Finance Committee meeting question on Stanley Elevator contract, etc

The thinking was that Stanley Elevator is familiar with the equipment and has a long history of high quality on the services on previous and current contracts. There is an urgency for these repairs but the lead time quoted for the repairs is 34 weeks so it would be late 2016 or early 2017 before they would be completed. Jay Hunnewell, Building Manager is attending Wednesday evening's Finance Committee Meeting and can help answer additional questions.

Below is additional information we were provided by Stanley today. I'll have copies available for all tomorrow evening:

Here is an approximate breakdown of the costs for each major portion of the project. Keep in mind that this proposal is based on performing this entire scope at one time (i.e. one mobilization). This makes it more cost-effective because we can order all of the equipment at once and go through the entire modernization with the same team of men. As you know it costs more to back out certain items and complete them separately. This would be our recommended scope for the job given the age and condition of the equipment. If you are looking for savings, I would say the areas we could reduce would probably be the cab (aesthetics).

Budget proposal of elevator scope: \$184,000.00

1. Machine (also includes motor, sheaves, rope brake, governor, etc.): \$50,000.00
2. Controller: \$60,000.00
3. Fixtures: \$20,000.00
4. Cab and flooring: \$21,000.00
5. Door operator and door equipment: \$17,000.00
6. Roller Guides: \$8,000.00
7. Warranty / Maintenance after job is complete: \$8,000.00

Also please note the numbers above do not include "work by others" such as new disconnects, HVAC, etc. as required. This is typically handled by a general contractor. For example, right now we are doing 5 elevator modernizations with the Nashua Housing Authority. DL King is the general contractor and they have the main contract, and they are using Stanley as a subcontractor

The GIS software is a 3 year commitment so you are correct that it will have to be approved by the full Board of Aldermen if it passes at the Finance Committee meeting on 8/3/16. The City is paying \$25K yearly and not \$75K all up front which is half of the total. Pennichuck Corp. is paying the other half. The GIS software will be presented by the Mayor for approval at the BOA Meeting on 8/9/16 which is the next meeting after the 8/3/16 Finance Committee meeting. Thank you,



## ORDINANCE

### PROVIDING FOR CONFIDENTIAL REDACTIONS ON THE RECORD OF EXPENDITURES

#### *CITY OF NASHUA*

*In the Year Two Thousand and Sixteen*

*The City of Nashua ordains* that Part I “Administrative Legislation”, Chapter 5 “Administration of Government”, Part 7 “Taxation and Finance”, Article XXVI “Accounts and Warrants”, Section 5-129 “Record of accounts or claims allowed” of the Nashua Revised Ordinances as amended, is hereby further amended by adding the new underlined language as follows:

**“§ 5-129. Record of accounts or claims allowed.**

The Chief Financial Officer shall keep a record of expenditures, in which he or she shall enter:

- A. The amount and date paid of every account or claim to be examined and audited the Finance Committee.
- B. The name of the person to whom the account or claim was allowed.  
Notwithstanding the foregoing, the name of the person or entity to whom the account or claim was allowed may be redacted in the following situations:
  - (1) wage garnishments;
  - (2) workers’ compensation payments; and
  - (3) payments where disclosure could endanger or compromise police department personnel. Redactions in this situation may be overridden by a vote of the Finance Committee.
- C. The fund or appropriation from which the account or claim was allowed.
- D. The certificate of the Finance Committee examination and audit of the account or claim.”

All ordinances or parts of ordinances inconsistent herewith are hereby repealed.

This legislation shall take effect upon passage.