

REPORT OF THE FINANCE COMMITTEE

MAY 15, 2019

A meeting of the Finance Committee was held on Wednesday, MAY 15, 2019, at 7:01 p.m. in the Aldermanic Chamber.

Alderman-at-Large Michael B. O'Brien, Vice Chairman, presided.

Members of the Committee present: Alderman Michael B. O'Brien, Vice Chair
Alderman-at-Large Shoshanna Kelly
Alderman-at-Large Brandon Michael Laws
Alderman Patricia Klee
Alderman June M. Caron
Alderman Linda Harriott-Gathright

Members not in Attendance: Mayor Jim Donchess, Chairman

Also in Attendance: Dan Kookan, Purchasing Manager
John Griffin, CFO/Comptroller
Tim Cummings, Director of Economic Development

PUBLIC COMMENT - None

COMMUNICATIONS

From: Mayor Jim Donchess
Director Tim Cummings, Economic Development
Re: Notice of Change in Contract for AECOM Engineering Services Relative to Studying Passenger Rail'

There being no objection, Vice Chairman O'Brien accepted the communication and placed it on file

From: Dan Kookan, Purchasing Manager
Re: Transit Bio-Diesel Fuel

**MOTION BY ALDERWOMAN KELLY TO ACCEPT, PLACE ON FILE AND, CONTINGENT UPON BOARD OF ALDERMEN APPROVAL, AWARD THE CONTRACT TO DENNIS K. BURKE, INC., FOR AN ESTIMATED ANNUAL AMOUNT OF \$25,000. FUNDS ARE AVAILABLE IN DEPARTMENT 186, TRANSPORTATION; FTA GRANT
MOTION CARRIED**

From: Dan Kookan, Purchasing Manager
Re: Public Health Building Renovation Design Services

MOTION BY ALDERWOMAN KELLY TO ACCEPT, PLACE ON FILE AND AWARD THE CONTRACT TO DENNIS MIRES, PA, THE ARCHITECTS, IN THE AMOUNT OF \$143,700. SOURCE OF FUNDING IS DEPARTMENT 183, ECONOMIC DEVELOPMENT; PUBLIC HEALTH BUILDING RENOVATION BONDS

ON THE QUESTION

Vice Chairman O'Brien

Mr. Cummings, can you give us just a brief overview if you would please.

Tim Cummings, Director of Economic Development

What's before you is a contract for design services. The contract is for \$143,000. However, I felt it prudent that we actually only engage Dennis Mires to get us through a certain level of design, which is approximately \$24,000. Then we can re-evaluate as to where we ultimately want to go with the project. We have approximately \$2.5 million authorized for this renovation of the public health building on Mulberry Street.

What the scope currently entails is pretty much work that would be on the envelope of the building. That would be doors, windows, roof, HVAC. The larger ticket items to keep the building healthy and in good shape. This has been a project that has been on our radar for quite a while. I am anxious to get design underway if the committee sees fit to approve this contract.

What I would do in tandem with the design element that would be occurring this spring is go out for a construction management services as well so we could have a construction manager procured when we finish up that early stage of design. If it is looking as though we are hitting within striking distance of that \$2.5 million, we can continue the conversation or look to re-evaluate the project in some way. I felt that was the best and most strategic way to approach this project at this point.

Alderman Harriott-Gathright

Does this design include the handicap need?

Mr. Cummings

This does include making the building ADA accessible, which in particular would have an elevator component which would be an exterior addition to the rear of the building. That is what is currently being contemplated for the design as well as all the other elements that I referenced just a few moments ago.

Alderwoman Kelly

We are engaging to address the design services but this certain firm can also do the construction, is that what you are saying?

Mr. Cummings

Yes. They have been procured to do construction administration. That is a check and balance on your construction manager which would be a whole separate entity that would work in conjunction with the architect through the construction phase of the project.

Alderman Klee

Just a point of clarification that when you were talking about putting out a bid for a CM that would be a construction manager, not this construction administration. That is something that is completely separate. When you get approval to go for a design then you would be considering doing the CM.

Mr. Cummings

Correct, to make it as expeditious as possible so we have a Construction Manager onboard to evaluate the cost estimates that the architect will be coming up with based off of the design.

Vice Chairman O'Brien

Being on the fire department, we used to go there for some of the things needed. It's good to see the City has now turned its attention to improve that campus. They provide a great asset to the community. I am very glad we are focusing on that.

MOTION CARRIED

From: Dan Kookan, Purchasing Manager
Re: 2019 Pavement Preservation Program–Crack Sealing

MOTION BY ALDERWOMAN KELLY TO ACCEPT, PLACE ON FILE AND AWARD THE CONTRACT TO SEALCOATING INC. IN THE AMOUNT OF \$143,865. FUNDS ARE AVAILABLE IN DEPARTMENT 160, ADMINISTRATION/ENGINEERING; PAVING BONDS

ON THE QUESTION

Mark Saunders, Assistant Construction Engineer

The 2019 paving preservation program is our crack sealing. Crack sealing is applied to an applicant to prevent moisture and water from penetrating and further degrading the roadway. Crack sealing would be applied on roughly 31 miles of streets. It has been proven to add roadway life. Approximately three years is what you get out of additional life out of a roadway when you crack seal. Also, it will increase the PCI of the roadway as well as the PCI for the overall roadway network.

Alderman Klee

This is in conjunction with the paving bond that we have already done and it is kind of part of the whole paving program of the city?

Mr. Saunders

It's separate from the paving program. I think we have \$300,000 left over to do this program, but it is all part of the paving umbrella.

Alderman Klee

Does it fall under the bond that we currently have or is this what was left over from the previous year? I just want to know if this is additional money.

John Griffin, CFO

The specific answer is it is all part of the bonding program. There may be leftover funds from prior years for future expenditures, but it is all part of that process.

Vice Chairman O'Brien

I did through social media see somebody who did comment that it puts squiggles all over the place, but if it saves our roads and our infrastructure many years from having to be resurfaced and get to the pot holes, it is well worth it. So, good job.

Alderwoman Kelly

Have we used them in the past? Do we know who we used in the past?

Mr. Saunders

Last year we also used Sealcoating, Inc.

Alderwoman Kelly

And they did a good job?

Mr. Saunders

Yes.

MOTION CARRIED

From: Dan Kookan, Purchasing Manager
Re: Purchase of Castings for the 2019 Paving Program

MOTION BY ALDERWOMAN KELLY TO ACCEPT, PLACE ON FILE AND AWARD THE CONTRACT TO CONCORD WINWATER WORKS, CO., IN THE AMOUNT OF \$194,866. SOURCE OF FUNDING IS DEPARTMENT 169, WASTEWATER

Mr. Saunders

When we mil the road and adjust the castings, we use that opportunity to replace any broken, obsolete or any catch basins or manhole covers that are no longer compliant. We like to replace them with standardized OSHA compliant castings. This contract is for 460 catch basin frames, 400 catch basin grates, 460 manhole frames and 360 sewer manhole covers. Throughout the program as we mil and take off the manhole covers, we assess them and if they need replacement, we replace them. The old ones go to wastewater. At that point if there is any uniqueness or they believe they can salvage it, they will use those. The triangles that you see throughout the city, those are brought over to Parks and Recreation. I believe the historical society auction those off because they do have some historical presence. Any galvanized catch basins are also replaced to be bike friendly for the bike lanes.

Alderman Klee

I have a lot of the triangular ones in my area. I live on Maywood Drive. There was talk many, many years ago about replacing all of those because of the safety issues. Those will all be replaced? Because they are very small.

Mr. Saunders

Correct. As we go if there's a triangular manhole they are replaced with the 36-inch circular.

MOTION CARRIED

From: Dan Kookan, Purchasing Manager
Re: 2019 Sidewalk Program

MOTION BY ALDERWOMAN KELLY TO ACCEPT, PLACE ON FILE AND AWARD THE CONTRACT TO TRI STATE CURB IN THE AMOUNT OF \$47,150. FUNDS ARE AVAILABLE IN DEPARTMENT 160, ADMINISTRATION/ENGINEERING; NORTHWEST QUADRANT FUND, SOUTHEAST QUADRANT FUND; AND FY19 SIDEWALK CAPITAL FUNDS

Mr. Saunders

The 2019 sidewalk program proposes the sidewalk from Lutheran Drive to Dennis, which is approximately 1850 feet. In conjunction with that there is also a new proposed sidewalk on East Dunstable which is around 250 feet. We attempted to put a contract for the whole entire project. We only got one bidder, the Canterbury Timber Company. They had a bid amount of \$258,468.50. It was deemed that we did not have the funding for

that so we moved to do the project in house, besides the curbing. We got in touch with Tri State Curbing for the curb work.

MOTION CARRIED

NEW BUSINESS – None

RECORD OF EXPENDITURES

MOTION BY ALDERWOMAN KELLY THAT THE FINANCE COMMITTEE HAS COMPLIED WITH THE CITY CHARTER AND ORDINANCES PERTAINING TO THE RECORD OF EXPENDITURES FOR THE PERIOD APRIL 12, 2019 TO APRIL 25, 2019, AND FOR THE PERIOD APRIL 26, 2019 TO MAY 9, 2019
MOTION CARRIED

GENERAL DISCUSSION

PUBLIC COMMENT

REMARKS BY THE ALDERMEN

NON-PUBLIC SESSION – None

ADJOURNMENT

MOTION BY ALDERWOMAN KELLY TO ADJOURN
MOTION CARRIED

The Finance Committee meeting was adjourned at 7:17 p.m.

Aldерwoman-at-Large Shoshanna Kelly
Committee Clerk