



Town of York

186 York Street
York, Maine 03909-1314

Town Manager/
Selectmen
(207)363-1000

Town Clerk/
Tax Collector
(207)363-1003

Finance/
Treasurer
(207)363-1004

Code Enforcement
(207)363-1002

Planning
(207)363-1007

Assessor
(207)363-1005

Police Department
(207)363-1031

Dispatch
(207)363-2557

York Beach Fire
Department
(207)363-1014

York Village Fire
Department
(207)363-1015

Public Works
(207)363-1011

Harbor Master
(207)363-1000

Senior Center/
General Assistance
(207)363-1036

Parks and
Recreation
(207)363-1040

Fax
(207)363-1009
(207)363-1019

www.yorkmaine.org

BOARD OF SELECTMEN'S MEETING AGENDA

6:00/6:45/7:00PM MONDAY, AUGUST 1, 2016
YORK LIBRARY

6:00PM: Interview Candidates for Committees

6:45PM Executive Session: Pursuant to Title 1 MRS §405.6.C (Real Estate, Cliff Walk)

Call to Order

Opening Ceremonies

A. Awards

1. Police Station Construction – Select Contractor to construct the project or to engage in value engineering.

B. Citizens' Forum – The Citizens' Forum is open to any member of the audience for comments on any matter. All comments should be respectful in tone and should be directed to the Chair. Comments should be brief and to the point. Questions that require extended answers or that cannot be readily answered will be referred to the Town Manager for follow-up. Anyone who wishes to submit a written request for future agenda items can do so on the form available at this meeting or may obtain the form through the Town Manager's Office.

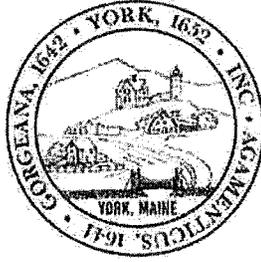
C. Old Business

1. Discussion: York Beach Parkway
2. Discussion and Possible Action: Cliff Walk

D. Other Business

E. Citizens' Forum

Adjourn



REQUEST FOR ACTION BY BOARD OF SELECTMEN

DATE SUBMITTED: July 28, 2016	<input checked="" type="checkbox"/> ACTION
DATE ACTION REQUESTED: August 1, 2016	<input type="checkbox"/> DISCUSSION ONLY
SUBJECT: Award of bid for new police facility to Benchmark of Westbrook, Maine	

DISCUSSION OF OPTIONS AVAILABLE TO THE BOARD: Discussion of bids and authorization for Town Manager to award bid for construction of new police station at former American Legion building. Discussion to authorize a contingency fund and the process for authorizations from that account. Dialogue also with building committee on process and authorization of funds for costs outside of bid such as equipment, furnishings, and related expenses

RECOMMENDATION: Award bid for construction of a new police facility to Benchmark for a sum of up to \$1,754,601.00 and contingency account of \$200,000 to be used toward upgrades and unforeseen issues during construction.

PROPOSED MOTION: I move to authorize the award of the bid to build a new police facility to Benchmark of Westbrook, Maine for a sum of up to \$1,754,601 and further authorize a contingency fund of \$200,000 be set aside for upgrades and/or unforeseen costs related this project.

FISCAL IMPACT: \$1,954,601.00

DEPARTMENT LINE ITEM ACCOUNT: 229-0000-8001

BALANCE IN LINE ITEM IF APPROVED: \$726,731.77

PREPARED BY:

Douglas P. Bracy

REVIEWED BY: _____



TOWN OF YORK, MAINE

Police Department

Douglas P. Bracy
Chief of Police

Mailing Address:
36 Main Street
York, Maine 03909

Dispatch:
Non-Emergency
(207) 363-4444

Administration:
(207) 363-1031

Facsimile:
(207) 361-6818

www.yorkpolice.org

**Committed
to excellence**

MEMORANDUM

DATE: July 28, 2016
TO: Town Manager Stephen Burns
CC: Board of Selectmen
FROM: Chief Douglas Bracy **DPB**
SUBJECT: Bid Award for Police Station Project

Bids for the construction of the new York Police Department facility located at the American Legion property on Hannaford Drive were opened at the Town Hall on July 22, 2016 at 3:00 pm. The Town Manager received bids from six different construction companies at that time. Each company had representatives present for the opening which was conducted by Geoff Aleva, the town's project manager for this job with Town Manager Burns verifying the bids and their totals.

A summary of those bids was prepared by Civil Consultants for consideration by the Police Station Municipal Building Committee. (see attached with Selectmen's packet). This breakdown included Item #1 which is the lump sum base bid price to complete the construction project. This price included Items listed as 2-5 as well. These items were listed separately to allow for flexibility if the project came in at a higher cost than had been allocated by voters to purchase the American Legion and construct a new police facility at that location. It also allowed for the project manager and building committee to be able to value engineer these items if necessary. Items 6 & 7 were to be added or deleted from the lump sum total depending on funding available.

The Police Station Municipal Building Committee met on July 26, 2016 with Geoff Aleva to review the bids and receive information on those bids regarding costs, whether those submissions were complete with credible costs for the work to be performed and whether those companies had a proven track record to accomplish what was required by the bid documents to complete this project successfully.

Geoff advised that the Town had had been very fortunate to receive as many bids as they did and that all of the companies who submitted bids were reliable in his opinion and had proven track records of good performance in completing projects of this nature or larger on budget and within scope. In looking at the costs submitted for this project by each of these companies he advised that he believed all were complete and reflected good estimates for what the contract was asking for. He also noted that when asked to break out certain items that there are always variations in those costs between companies but he felt all were within reason and could be done for the prices bid.

Taking everything into account Geoff recommended to the building committee that they should consider moving forward with a recommendation to the Board of Selectmen to authorize the bid to be awarded to Benchmark of Westbrook, Maine to build the new police station for the lump sum bid price of \$1,746,001.00. Geoff advised that he also recommended including item 5 in the bid at an increase cost of \$8,600 as the additional insulation would pay dividends in reducing future energy costs. He also recommended not including Item 7 at this time as the lump sum bid was priced on granite curbing which he felt would be more durable and cost effective over the years. He recommended that the authorization should be for a total of up to \$1,754,601.00 not including contingency. After discussion the Building Committee voted 6-0 to accept the recommendation of the project manager for award of the bid to Benchmark.

Geoff also recommended that \$200,000 of the available funds for the project should be built into a contingency to be used for upgrades to the project and for any unforeseen issues that may be found as the project moves forward. He advised that the bid had been kept "bare bones" due to the concern of not exceeding the funds available and that this bid price allowed for value engineering in areas such as flooring (tile instead of VCT in bathrooms and locker rooms as it would last longer and be less to maintain, upsizing the generator to handle the entire building and an outbuilding when constructed, replacing the existing rubber roof instead of patching it, replacing more of the asphalt curbing, ass

just some of the upgrades he felt would provide a better job for the long term. The Building Committee voted 6-0 to accept the recommendations of the project manager to include a contingency of \$200,000.

The building committee was given a detail of the money spent to date from the funds authorized by voters to build a new police facility (see attached sheet). The committee was advised by myself that there was a significant amount money in addition to the construction bid that would need be covered by the Town for equipment such as lockers, evidence archive system, administrative archive system, holding cell equipment, dispatch equipment, radio system including a new tower, office furniture, gym equipment to name a few and costs associated with transferring our E911 equipment, our telephone system, computers, video system, etc. that are not part of the construction bid. These costs are still being worked on at this time and will be detailed in the weeks to come. The building committee will be looking to the Board of Selectmen for guidance in how to accomplish this task and who should authorize these expenses as they move forward to bring this project to completion as quickly as possible.

The committee further discussed the possibility of using any leftover monies from the project to construct a separate garage facility which had been proposed in the original design for the Ridge Road site.

I am excited at the prospect of moving forward to complete this endeavor but would caution that the headlines of a \$900,000 surplus are somewhat misleading as we will surely need most of what we have to adequately complete this project and provide what is truly needed by this police department and town for the long term. We began with a designed facility of over 21,000 square feet with a separate garage of 3600 square feet and the present plan is for a building of just under 14,000 square feet and the possibility of a garage if funds are available. I truly appreciate all the support we have received across the town and of those who have helped bring this project to this point as it is severely needed. I can assure everyone that we will build the best facility we can with the money we have looking to the long term and wisely investing where we can to reduce long term costs such as energy and maintenance in the future.

York Police Station Building Project 2016 - Costs To Date

The project expenses for the American Legion Building Police Station build are now in fund 229. All expenses associated with that project should be posted to 229-0000-8001.

The project is listed under the Public Safety DAC and will show up in the GL Report Writer for that DAC. Please let me know if you have PD reports that do not include this fund and I will add it for you.

Moving forward any invoices to be charged to the American Legion project should be approved by Doug.

Date	Account	Debit	Memo
7/27/2015	229.0000.8001	\$1,200,000.00	American Legion Purchase
7/28/2015	229.0000.8001	\$3,340.00	Monument Title Exp's for American Legion Purchase
7/28/2015	229.0000.8001	\$50.00	York County Registry of Deeds for American Legion Purchase
9/3/2015	229.0000.8001	\$182.27	RFP Seacoast Media (to hire Geoff Alleva)
3/17/2016	229.0000.8001	\$33.25	Seacoast Media Invoice - American Legion - Intent to file
4/28/2016	229.0000.8001	\$262.50	Police Station Review SMPDC Invoice
6/30/2016	229.0000.8001	<u>\$14,799.21</u>	Engineering Consultants American Legion Bldg Police Station partial invoice (what is left after using up conceptual design \$)
		\$1,218,667.23	total expenses to date 7/21/16

The balance in the Police Station fund 229 as of today is \$2,681,332.77

Other funding sources –

Original Police Station Design Money - \$60,000.00 – expended as of July 2016 to Civil Consultants for design and bid process for services render - \$74,799.21

Other funding from Capital Items -

PSAP Transfer -	\$ 40,000.00
New Radio Consoles -	\$177,000.00
Microwave System -	\$124,000.00
Municipal Technology	\$210,000.00

**TOWN OF YORK – POLICE STATION
 BID RESULTS
 BID OPENING: 3:00 pm – Town Hall**

Apparent Low Bidder

CONTRACTOR:

Benchmark, 34 Thomas Drive, Westbrook, Maine

Lump Sum Bid Price for Base Bid Complete	\$1,746,001
Complete Cost to Construct Rm 145 (IT) in entirety; including framing costs, protection costs, conduit costs to route electrical, E911, HVAC, fiber optic to the room.	\$36,000
Complete Cost to Construct Radio Tower Requirements: including reinforced concrete foundations, costs for electrical service.	\$13,000
Complete Cost to Install Emergency Generator: Includes cost of generator, site and electrical work for the installation.	\$47,225
Complete Cost to provide and install Cabinetry as indicated on the plans for Rooms: 104, 114, 115,130 & 149:	\$13,000
<u>Add / Deduct 1:</u> Cost to provide additional spray foam insulation along exterior walls to achieve an average R30 value.	\$8,600 (add)
<u>Add/ Deduct 2:</u> Cost to install slip form Cape Cod concrete curbing (approx 330lf) instead of sloped granite as indicated on the site plan	\$6,344 (deduct)



**CIVIL
 CONSULTANTS**

P.O. Box 100 South Berwick, Maine 03908 207-384-2550

TOWN OF YORK – POLICE STATION – BID RESULTS

2. CONTRACTOR:

Careno Construction Company, LLC, 270 West Road, Unit 4A, Portsmouth, NH

Lump Sum Bid Price for Base Bid Complete	\$1,895,000
Complete Cost to Construct Rm 145 (IT) in entirety; including framing costs, protection costs, conduit costs to route electrical, E911, HVAC, fiber optic to the room.	\$38,000
Complete Cost to Construct Radio Tower Requirements: including reinforced concrete foundations, costs for electrical service.	\$32,000
Complete Cost to Install Emergency Generator: Includes cost of generator, site and electrical work for the installation.	\$65,000
Complete Cost to provide and install Cabinetry as indicated on the plans for Rooms: 104, 114, 115,130 & 149:	\$20,000
<u>Add / Deduct 1:</u> Cost to provide additional spray foam insulation along exterior walls to achieve an average R30 value.	\$11,000 (add)
<u>Add/ Deduct 2:</u> Cost to install slip form Cape Cod concrete curbing (approx 330lf) instead of sloped granite as indicated on the site plan	\$3,800 (add)



TOWN OF YORK – POLICE STATION – BID RESULTS

3. CONTRACTOR:

Mark Carrier Construction, Inc., 175 Lincoln Street, Suite 101, Manchester, NH

Lump Sum Bid Price for Base Bid Complete	\$1,923,070
Complete Cost to Construct Rm 145 (IT) in entirety; including framing costs, protection costs, conduit costs to route electrical, E911, HVAC, fiber optic to the room.	\$43,602
Complete Cost to Construct Radio Tower Requirements: including reinforced concrete foundations, costs for electrical service.	\$33,372
Complete Cost to Install Emergency Generator: Includes cost of generator, site and electrical work for the installation.	\$58,949
Complete Cost to provide and install Cabinetry as indicated on the plans for Rooms: 104, 114, 115,130 & 149:	\$23,530
<u>Add / Deduct 1:</u> Cost to provide additional spray foam insulation along exterior walls to achieve an average R30 value.	\$10,313 (add)
<u>Add/ Deduct 2:</u> Cost to install slip form Cape Cod concrete curbing (approx 330lf) instead of sloped granite as indicated on the site plan	\$330 (deduct)



TOWN OF YORK – POLICE STATION – BID RESULTS

4. CONTRACTOR:

H.L. Patten Construction Co., Inc., PO Box 450, Kittery, ME

Lump Sum Bid Price for Base Bid Complete	\$2,039,000
Complete Cost to Construct Rm 145 (IT) in entirety; including framing costs, protection costs, conduit costs to route electrical, E911, HVAC, fiber optic to the room.	\$27,000
Complete Cost to Construct Radio Tower Requirements: including reinforced concrete foundations, costs for electrical service.	\$22,250
Complete Cost to Install Emergency Generator: Includes cost of generator, site and electrical work for the installation.	\$49,000
Complete Cost to provide and install Cabinetry as indicated on the plans for Rooms: 104, 114, 115,130 & 149:	\$34,000
<u>Add / Deduct 1:</u> Cost to provide additional spray foam insulation along exterior walls to achieve an average R30 value.	\$4,000 (add)
<u>Add/ Deduct 2:</u> Cost to install slip form Cape Cod concrete curbing (approx 330lf) instead of sloped granite as indicated on the site plan	\$6,344 (deduct)



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P.O. Box 100 South Berwick, Maine 03908 207-384-2550

TOWN OF YORK – POLICE STATION – BID RESULTS

5. CONTRACTOR:

Ganneston Construction Corp., 3025 N. Belfast Ave, Augusta, ME

Lump Sum Bid Price for Base Bid Complete	\$2,067,782
Complete Cost to Construct Rm 145 (IT) in entirety; including framing costs, protection costs, conduit costs to route electrical, E911, HVAC, fiber optic to the room.	\$37,000
Complete Cost to Construct Radio Tower Requirements: including reinforced concrete foundations, costs for electrical service.	\$15,500
Complete Cost to Install Emergency Generator: Includes cost of generator, site and electrical work for the installation.	\$48,500
Complete Cost to provide and install Cabinetry as indicated on the plans for Rooms: 104, 114, 115,130 & 149:	\$12,200
<u>Add / Deduct 1:</u> Cost to provide additional spray foam insulation along exterior walls to achieve an average R30 value.	\$19,000 (add)
<u>Add/ Deduct 2:</u> Cost to install slip form Cape Cod concrete curbing (approx 330lf) instead of sloped granite as indicated on the site plan	\$ 0



TOWN OF YORK – POLICE STATION – BID RESULTS

6. CONTRACTOR:

TBuck Construction, Inc., 302B Auburn Road, Turner, ME

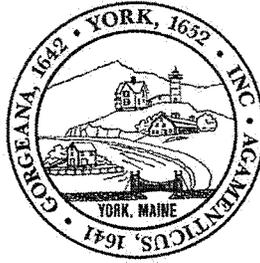
Lump Sum Bid Price for Base Bid Complete	\$2,175,225
Complete Cost to Construct Rm 145 (IT) in entirety; including framing costs, protection costs, conduit costs to route electrical, E911, HVAC, fiber optic to the room.	\$41,000
Complete Cost to Construct Radio Tower Requirements: including reinforced concrete foundations, costs for electrical service.	\$27,000
Complete Cost to Install Emergency Generator: Includes cost of generator, site and electrical work for the installation.	\$50,000
Complete Cost to provide and install Cabinetry as indicated on the plans for Rooms: 104, 114, 115,130 & 149:	\$19,000
<u>Add / Deduct 1:</u> Cost to provide additional spray foam insulation along exterior walls to achieve an average R30 value.	\$9,000 (add)
<u>Add/ Deduct 2:</u> Cost to install slip form Cape Cod concrete curbing (approx 330lf) instead of sloped granite as indicated on the site plan	\$10,000 (add)

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**CIVIL
CONSULTANTS**

P.O. Box 100 South Berwick, Maine 03908 207-384-2550



REQUEST FOR ACTION BY BOARD OF SELECTMEN

DATE SUBMITTED: July 24, 2016

ACTION

DATE ACTION REQUESTED: August 1, 2016

DISCUSSION ONLY

SUBJECT: York Beach Parkway

DISCUSSION OF OPTIONS AVAILABLE TO THE BOARD: Attached is a flow chart that shows the steps required to complete the York Beach Parkway. (This is the road formerly known as the Connector Road.) Tasks in red boxes directly involve the Board of Selectmen. The red arrows show the critical path. Perhaps I am a bit optimistic, but I believe we could complete this road by the end of 2017. I recommend we try.

The route for this road is the originally approved alignment, entering Ridge Road at the Cragin property, and entering Route One at the Blinn House. Some modification of the plans should be made because utility needs are now different, and because we should be able to reduce the cost of road construction.

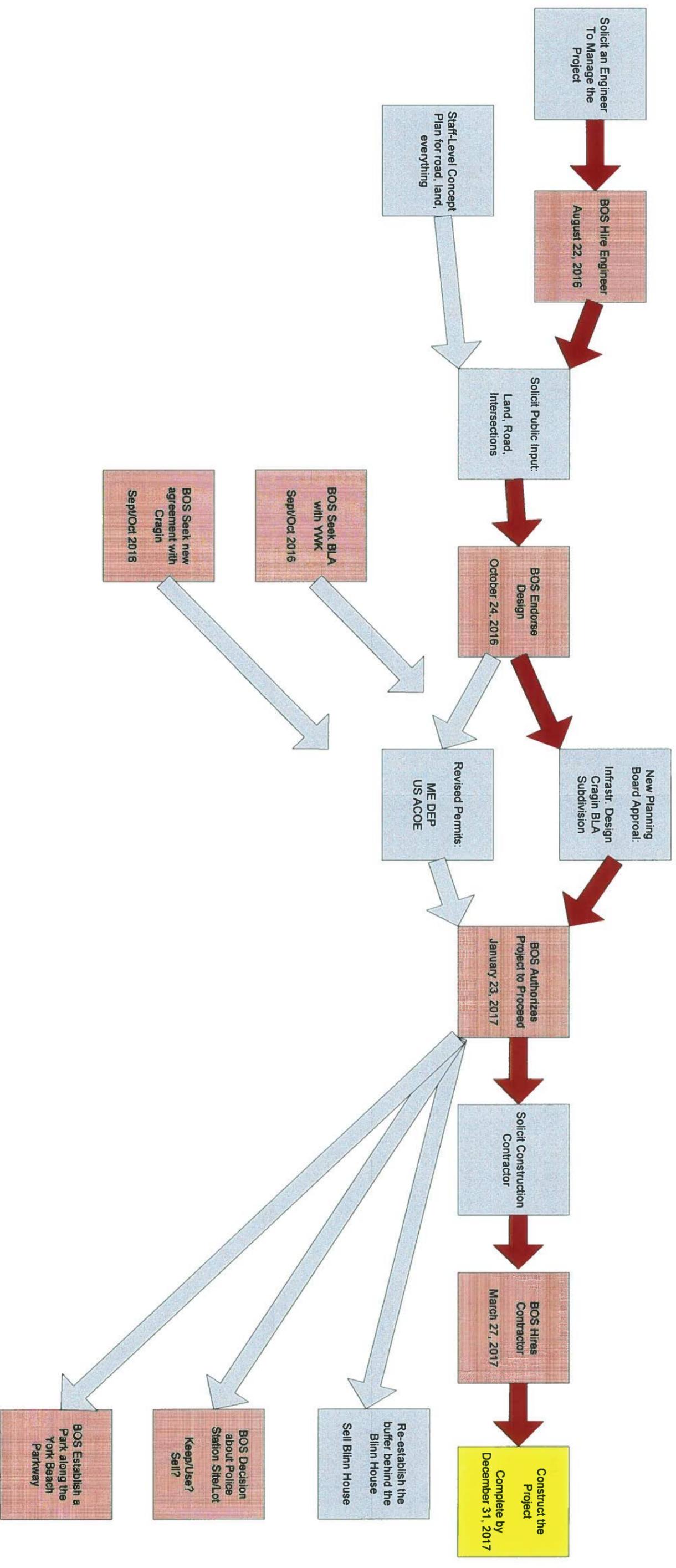
I have directed Dean Lessard to release an RFP for a Professional Engineer to manage this project. This is the first step on the critical path.

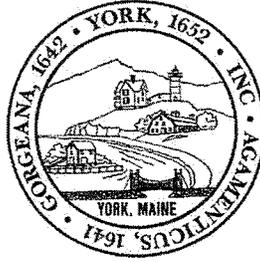
RECOMMENDATION: no action is required at this time.

PROPOSED MOTION: n.a.

Prepared by Stephen H. Burns, Town Manager:

York Beach Parkway – Flow Chart: DRAFT 2016-07-24





REQUEST FOR ACTION BY BOARD OF SELECTMEN

DATE SUBMITTED: July 22, 2016	<input checked="" type="checkbox"/> ACTION
DATE ACTION REQUESTED: August 1, 2016	<input type="checkbox"/> DISCUSSION ONLY
SUBJECT: Cliff Walk	

DISCUSSION OF OPTIONS AVAILABLE TO THE BOARD: Attached is a draft easement that is to be the offer of the Town for a formal easement to property owners by the Cliff Walk Committee. This was discussed in Executive Session, and now it is time for the Board to vote to endorsement this concept, recognizing that individual property owners may seek to negotiation unique changes for their properties.

In addition to the easement, I have proposed three changes to the "Ordinance Regulating Use of the Cliff Path and Fisherman's Walk." These changes match the proposed easement and would need to be adopted by the voters in November. Changes include: 1) alter the hours during which the path is open to the public; 2) prohibit domestic animals; and 3) prohibit municipal off-site signs relating to the Cliff Walk or Fisherman's Walk. I have posted these amendments for a public hearing on August 8th. Changes can be made and the revised amendments can have a second public hearing on August 22nd.

Third, as Town Manager I will initiate action to: 1) transfer maintenance responsibilities from Public Works to the Parks & Recreation Department and seek funding annually for such work; 2) construct a gate somewhere on the Hartlay-Mason end of the Walk, and address the daily opening/closing of the gate each day from May 15 to October 15; 3) seek funding for the Police Department to patrol the Walk periodically, at least once daily from May 15 to October 15; 4) create/move the sign on the Hartley-Mason end of the Walk farther to the north because many walkers start in the Park and not at the Harbor Beach; and 5) initiate a process of annual public meetings to establish an annual program for maintenance, such plan to be proposed by the Parks & Recreation Department, with a commitment to seek funding every year and to complete some work every year.

RECOMMENDATION: I recommend the Board vote to endorse the draft easement and send it to the Cliff Walk Committee for use in discussions with the property owners. I also ask the Board to provide direction with regard to the Ordinance and administrative tasks.

PROPOSED MOTION: I move to endorse the draft easement and provide it to the Cliff Walk Committee for use in discussions with the property owners.

Prepared by Stephen H. Burns, Town Manager:

A handwritten signature in black ink, appearing to read "Stephen H. Burns", is written over a horizontal line. The signature is stylized and cursive.

Proposed Amendment

Ordinance Regulation Use of the Cliff Path and Fisherman's Walk

Ballot Language: The following language would appear on the ballot:

Article X

The Town hereby ordains amendment of the **Ordinance Regulating Use of the Cliff Path and Fisherman's Walk** to alter the hours the path is open to the public, to prohibit domestic animals on the Cliff Walk, and to prohibit municipal off-site signs relating to the Cliff Walk or the Fisherman's Walk.

Statement of Fact: The purpose of this amendment is to alter Town regulations in a manner that will reduce adverse impacts to the property owners along these two Walks.

Recommendations

Recommended by the Board of Selectmen:

Amendment: Amend the language of Section 4, Domestic Animals, as follows:

4 Domestic Animals

Domestic Animals are not permitted on the *Fisherman's Walk* except when on a leash. The animal's owner is responsible for cleaning up any waste left by the pet. *Except for service animals, domestic animals are prohibited on the Cliff Walk, from Harbor Beach Road northerly.*

Amend the language of Section 5, Hours of Operation, as follows:

5 Hours of Operation

The section of the Walk beyond Harbor Beach in a northeasterly direction will be open for use in accordance with the provisions of this Ordinance from ~~½ hour before~~ sunrise until ~~½ hour after~~ sunset. Any portion of the Walk may be closed when in the opinion of Town personnel hazardous conditions necessitate or repairs are required.

Insert a new Section 5-A, Prohibition of Municipal Off-Site Signs, as follows:

5-A Prohibition of Municipal Off-Site Signs

The Town shall not post any signs directing the public to the Walk that are not on or immediately adjacent to the Walk, and shall remove any such signs that exist prior to enactment of the amendment of the Ordinance.