

**RECORD OF SPECIAL MEETING
ELLSWORTH CITY COUNCIL**

DATE: NOVEMBER 9, 2017

TIME: 8:00 AM

PLACE: ELLSWORTH CITY HALL COUNCIL CHAMBERS

CITY COUNCIL PRESENT: BEATHAM, BLANCHETTE, CROSTHWAITE, HUDSON, AND MOORE.

CITY COUNCIL ABSENT: FORTIER AND PHILLIPS

KEY SPEAKERS PRESENT: CITY MANAGER DAVID COLE, TAMMY MOTE, LARRY WILSON, AND HEIDI GRINDLE.

Call to Order.

Councilor Crosthwaite called the November 9, 2017 Special meeting of the Ellsworth City Council to order at 8:00 AM.

Councilor Crosthwaite called for nominations for a Chairman pro tem. Councilor Moore nominated Crosthwaite and Councilor Blanchette seconded the nomination. Crosthwaite asked for additional nominations, seeing none he declared nominations closed.

A vote was taken with Crosthwaite being unanimously elected Chairman pro tem for the November 9, 2017 Special meeting.

Council Order #111700, Discussion and action on the acceptance of a bid for installation and equipment in connection with the High Street Pump Station Upgrade project.

David Cole, City Manager stated on July 31, 2017, the City Council authorized the City Manager to enter into an engineering agreement with Woodard & Curran for a proposed upgrade at the High Street Booster Station. The upgrade to the High Street Booster Station will accommodate the water needs of the new Jackson Laboratory (JAX) currently under construction at the former Lowes facility off Kingsland Crossing. See attachment #1 for the complete request, High Street Booster Station Capacity Increase Contract Award Letter of Recommendation, Bid Form, Notice to Proceed, and Contractor Agreement. The general contracting bids were advertised and then received back on October 20, 2017. Sargent's Corporation submitted the lowest base bid in the amount of \$279,000. This bid was \$29,800 lower than the next lowest bid submitted. This project is a bit unusual in the sense that the owner is facilitating some portions of the project, including the purchase of the key equipment rather than having the general contractor make these purchases. The idea behind this approach is the equipment can be purchased sooner as this project is on a tight deadline due to the projected opening date for the new facility. This project also includes equipment needs that have been outlined in the suggested motion. The low bid for the booster pumps was from Blake Equipment in the amount of \$21,200. Horizon Solutions was the low bidder on the motor control center in the amount of \$34,530.30. MC Electric was the low bidder for the SCADA Integration System in the amount of \$40,350. SCADA is the common

Call to Order.

Approved – Councilor Crosthwaite as Chairman pro tem.

Approved - Council Order #111700, move to accept the bid of Sargent Corporation dated October 20, 2017 in the amount of \$279,000 for the High Street Pump Station Upgrade Project on the condition that the City and JAX reach agreement on the terms of reimbursement of project costs; approve the purchase of booster pumps from Blake Equipment in the amount of \$21,200, the purchase of a motor control center (MCC) from Horizon

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municipal infrastructure control system tool that the City currently uses to monitor water system activities for oversight of day-to-day operations. This provides the ability to respond to problems as they occur. JAX will be a 24 hour operation and if a problem occurs it will need to be addressed immediately. This upgrade will be intergraded into the current City wide system. When all of the expenses are added together, the project comes in a little over \$40,000 less than the original estimates provided by Woodard and Curran prior to bidding this project out. JAX is the developer for this project and the primary direct beneficiary of this upgrade; therefore, they will be reimbursing the City for all project costs. The payment schedule will be coordinated with the City Treasurer, JAX Payables Department and the Contractors. Nate McLaughlin, Project Engineer for Woodard & Curran was present at the meeting to answer questions or address concerns. Woodard & Curran as well as Cole have had favorable experiences with Sargent's Corporation on past projects of this scale. McLaughlin stated following a favorable approval on this step, Cole would be signing the Notice of Award. The Notice of Award would be presented to Sargent's Corporation which will start the process moving for them to obtain their bonds and insurance documents. This will also allow Woodard & Curran to schedule a preconstruction meeting where the agreement is executed with Sargent's Corporation. There are some owner furnished equipment that McLaughlin will be working with Tammy Mote, Finance Director to get ordered. Sargent's Corporation will be performing the installation of this equipment. The City will be providing the equipment to avoid procedural delays and to help with the long lead times associated with some of the equipment that needs to be ordered. The reimbursement agreement will include all related project costs. Cole suggested in the interest of time the City should obtain a reimbursement agreement thorough a simple letter/email from JAX stating they will reimburse the City for the equipment and another reimbursement agreement letter/email pertaining to the expense of a general contractor. This will have a short contract term. Chairman pro tem Crosthwaite clarified for the public record that JAX has agreed to everything contained in attachment #1. McLaughlin stated JAX has been involved in the design process, they are aware of the results of the bid process, and there has not been any objections on their part. During the construction process McLaughlin will be representing the City of Ellsworth. They are treating this as if it were a City project, the only different is who will pay the project costs at the end. This is a City project being reimbursed by the developer. Beathem was concerned with the reference to an equivalent pump (approximately 8 pages in from the beginning of the documents). McLaughlin referenced an email where the pricing is being explained for the pumps, and there is some language that states a model of pump is equal to the model requested. Simply stated the pump meets the bid specifications

Solutions in the amount of \$34,530.30 and procurement of SCADA Integration from MC Electric in the amount of \$40,350, all subject to the aforementioned reimbursement agreement; and further that the City Manager be authorized to negotiate said reimbursement agreement between the City and JAX for project related construction costs.

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following a detailed analysis. Councilor Blanchette inquired if in this case the City is referred to as the “Owner”. It was confirmed that the City is the owner. All of the contractual agreements are between the City and the vendors/contractors. The only contractual agreement JAX has is with the City for reimbursement of the project costs.

On a motion by Blanchette, seconded by Moore, it was unanimously

RESOLVED to approve Council Order #111700, move to accept the bid of Sargent Corporation dated October 20, 2017 in the amount of \$279,000 for the High Street Pump Station Upgrade Project on the condition that the City and JAX reach agreement on the terms of reimbursement of project costs; approve the purchase of booster pumps from Blake Equipment in the amount of \$21,200, the purchase of a motor control center (MCC) from Horizon Solutions in the amount of \$34,530.30 and procurement of SCADA Integration from MC Electric in the amount of \$40,350, all subject to the aforementioned reimbursement agreement; and further that the City Manager be authorized to negotiate said reimbursement agreement between the City and JAX for project related construction costs.

Council Order #111701, Review and acceptance of the November 7, 2017 City of Ellsworth Election results and to direct the City Clerk to notify in writing the persons who have been elected to serve on the City Council, Library Trustees Board, and Ellsworth School Board.

Chairman pro tem Crosthwaite stated the results have been provided in attachment #2. Councilor Moore clarified what is meant by a blank vote, as there were many referenced in the Council race. Heidi Grindle, City Clerk explained blank votes are tallied per race. For example, if a person is allowed to vote for two and doesn't cast a vote in that race the computer will count it as two blanks in that particular race. If a voter votes for one in a race that allows for two, the computer will tally it as one blank for that particular race.

On a motion by Moore, seconded by Beatham, it was

RESOLVED to approve Council Order #111701, acceptance of the November 7, 2017 City of Ellsworth Election results as presented in attachment #2 and to direct the City Clerk to notify in writing the persons who have been elected to serve on the City Council (Dale A. Hamilton and John L. Moore), Library Trustee Board (Martha P. Nordstrom and Spencer S. Patterson King) and

Approved - Council Order #111701, acceptance of the November 7, 2017 City of Ellsworth Election results as presented in attachment #2 and to direct the City Clerk to notify in writing the persons who have been elected to serve on the City Council (Dale A. Hamilton and John L. Moore), Library Trustee Board (Martha P. Nordstrom and Spencer S. Patterson King) and Ellsworth

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Ellsworth School Board (Rob A. Hudson and Brenda L. Thomas).

A final vote was taken on the above motion with 4 members voting in favor (Beathem, Blanchette, Crosthwaite, and Moore) and 1 member abstaining from the vote (Hudson).

Adjournment.

On a motion by Moore, seconded by Beathem, it was unanimously

RESOLVED to approve adjournment at 8:23 AM.

A TRUE COPY

**ATTEST: _____
HEIDI-NOËL GRINDLE**

**School Board (Rob
A. Hudson and
Brenda L. Thomas).**

**Approved -
Adjournment at 8:23
AM.**