Charles L. Waite, III, Chair
Robert N. Winn, Jr., Vice Chair
John M. Daley
Richard A. Dolliver
Madeline S. Mooney

OGUNQUIT
Beautiful Place by the Sea

AGENDA
MEETING OF THE OGUNQUIT SELECT BOARD
TUESDAY, OCTOBER 17, 2017

1.0 CALL TO ORDER: 6:00PM

1.1 Roll Call of Members
1.2 Pledge of Allegiance
1.3 Select Board Minutes – *September 19, 2017*
1.4 Select Board Minutes – *October 3, 2017*

2.0 TOWN MANAGER'S REPORT

3.0 COMMITTEE APPOINTMENTS & RESIGNATIONS

4.0 PRESENTATIONS, PROCLAMATIONS & RESIGNATIONS

4.1 Conservation Commission – *Bill Baker, Chair and Laura Diemer, FB Environmental*

5.0 PUBLIC HEARINGS

5.1 Informational Public Hearing – *November 7, 2017 Special Town Meeting*

6.0 UNFINISHED BUSINESS

6.1 Select Board Rules – *Pat Finnigan, Town Manager*

7.0 NEW BUSINESS

7.1 Bid Award: Fire Department Ambulance – *Mark O'Brien, Fire/Rescue Chief*
7.2 Bid Award: Paving Projects – *Pat Finnigan, Town Manager*
7.3 Bid Award: Perkins Cove Railways/Boat Launch – *Pat Finnigan, Town Manager*
7.4 Set Workshop dates to meet with Committees – *Pat Finnigan, Town Manager*
7.5 Set Select Board Meeting Dates in November - *Pat Finnigan, Town Manager*

8.0 CITIZEN COMMENTS (For town topics not on the agenda)

The Select Board welcomes public comments and questions about Town-related issues that are not on the agenda. We ask that people keep comments on point and within 3 minutes.

9.0 OTHER BUSINESS

9.1 Select Board Reports and Announcements

10.0 ADJOURNMENT

PUBLIC HEARINGS

OGUNQUIT

Beautiful Place by the Sea

TOWN OF OGUNQUIT

NOTICE OF PUBLIC HEARING

The Municipal Officers of the Town of Ogunquit will conduct a Public Hearing at 6:00 PM on Tuesday, October 17, 2017 in the Auditorium of the Dunaway Community Center, 23 School Street, on the Warrant Articles for the November 7, 2017 Special Town Meeting.

Jo Anne Lepley

Jo Anne Lepley, Deputy Town Clerk

Patricia L. Arnaudin

Patricia L. Arnaudin, Police Chief

Posted: *October 11, 2017*
Dunaway Community Center
Ogunquit Post Office
Ogunquit Transfer Station
WOGT

WARRANT
FOR THE
2017 SPECIAL TOWN MEETING
OF THE
TOWN OF OGUNQUIT

TO: **PATRICIA L. ARNAUDIN**, Chief of Police of the Town of Ogunquit, in the County of York, State of Maine:

GREETINGS:

In the name of the State of Maine, you are hereby required to notify and warn the inhabitants of the Town of Ogunquit in said county and state, qualified by law to vote in town affairs, to meet at the Dunaway Community Center, 23 School Street in said Town of Ogunquit on **Tuesday, the seventh (7) day of November, 2017,** A.D. at eight o'clock in the morning (8:00 a.m.) until eight o'clock in the evening (8:00 p.m.) to vote by secret ballot on the following warrant articles; to wit:

Article 1: To elect a Moderator to preside at said Meeting. [**Note:** This question is not intended to be acted upon as part of the official secret ballot at the Annual Town Meeting.]

Article 2: Shall an ordinance entitled **"An Ordinance to Amend Title VI of the Ogunquit Municipal Code, Bicycles and Other Wheeled Goods and Pedestrian Ordinance, Chapter 2, Wheeled Goods"** be enacted? (**Note**: Language proposed to be inserted is indicated by underlining. Language proposed to be removed is indicated by a ~~strikeout line~~. All other portions of the ordinance are proposed to remain unchanged. The symbol "*****" indicates that a portion of the ordinance, which is not proposed to be changed, is not shown below, in order to save space.)

TITLE VI
BICYCLES AND OTHER WHEELED GOODS
AND
PEDESTRIAN ORDINANCE

Chapter 2 Wheeled Goods and Bicycles

201 Operation

201.1 A person shall not operate [1]any wheeled goods or bicycles [2]in an unsafe and hazardous manner so as to endanger the operator or other people or property.

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[1] Section 201.1 – ATM 6-9-2009
[2] Section 201.1 – STM – 11/3/2009

201.2 A person shall not operate [3]any wheeled goods or bicycles [4]so as to impede or hinder traffic.

201.3 A person operating [5]any wheeled goods or bicycles shall ~~not~~ pass motor vehicles ~~unless the motor vehicles are stopped or nearly stopped, and the operator can pass the other vehicles safely.~~ safely at the person's discretion and own risk. Such passing ~~shall~~ may be to the left or right only while proceeding in the same direction as traffic. Passing a motor vehicle on the left shall only occur when: a) a line of motor vehicles are waiting to make a right-hand turn in the right lane; b) a motor vehicle is stopped in the right lane; and c) a bus is stopped in the right lane.

201.4 ~~A person shall not operate [6]any wheeled goods on a sidewalk except that young children riding bicycles having wheels.~~ No person shall propel a bicycle and/or a wheeled good on any sidewalk or within any sidewalk area except for children age 10 and under who are accompanied by an adult.

201.5 A person operating a wheeled good or bicycle upon a roadway at a speed less than normal speed of traffic moving in the same direction at that time and place shall operate on the right portion of the way as far as practicable except when it is unsafe to do so as determined by the operator of the wheeled good or:

201.5.1 When overtaking and passing another wheeled good operator or bicycle in the same direction;

201.5.2 When preparing to make a left turn at an intersection or into a private road or driveway;

201.5.3 When proceeding straight in a place where right turns are permitted; and

201.5.4 When necessary to avoid hazardous conditions, including, but not limited to, fixed or moving objects, vehicles, bicycles, wheeled goods, pedestrians, animals, broken pavement, glass, sand, puddles, ice, surface hazards or opening doors from parallel-parked vehicles, or a lane of substandard width that makes it unsafe to continue along the right portion of the way. For purposes of this paragraph, "lane of substandard width" means a lane that is too narrow

[3] Section 201.2 – ATM 6-9-2009
[4] Section 201.2 – STM – 11/3/2009
[5] Section 201.3 – STM – 11/3/2009
[6] Section 201.4 – STM – 11/3/2009

for a bicycle or roller skier and a vehicle to travel safely side by side in the lane.

201.6 Every person riding a bicycle upon a roadway shall be granted all the rights and shall be subject to all duties applicable to the driver of a vehicle by the laws of this state declaring rules of the road applicable to vehicles or by the traffic ordinances of this Town applicable to a driver of a vehicle, except as to special regulations in this chapter and except to those provisions of laws and ordinances which by their nature can have no applicability.

201.7 The operator of a wheeled good or bicycle emerging from an alley, driveway or curb shall, upon approaching a sidewalk of the sidewalk area extending across any alleyway, yield the right-of-way to all pedestrians approaching on such sidewalk or sidewalk area, and upon entering the roadway shall yield the right-of-way to all vehicles approaching on such roadway.

201.8 No person operating a bicycle shall carry any package, bundle or article which prevents the operator from keeping at least one hand upon the handlebars (of a bicycle).

*****

204 Prohibitions

*****

204.2 Children age 10 and under who are accompanied by an adult may ride a bicycle or other wheeled good on any sidewalk. Any other person shall not ride a bicycle or other wheeled good on any lawful sidewalk. Any person shall not ride a bicycle or other wheeled good ~~or~~ on Marginal Way, on any private property without permission of the owner, on Ogunquit Beach from May 15 until September 15 of each year, or in a fashion which causes damage to any municipal property. A bicyclist is permitted to walk a bicycle over any grassy area, wooded trail, or any paved surface, including sidewalks, reserved for pedestrian use.

204.3 Any person convicted of a violation of this Ordinance shall be liable to a penalty of not more than twenty-five dollars ($25). ~~and may suffer in the sound discretion of the court forfeiture of his interest in the~~ [7]~~wheeled goods in question to the Town of Ogunquit for disposition in such manner as the court may direct.~~

[7] Section 204.3 – STM – 11/3/2009

Article 3: Shall an ordinance entitled **"An Ordinance to Amend Title VI of the Ogunquit Municipal Code, Bicycles and Other Wheeled Goods and Pedestrian Ordinance, Chapter 3, Pedestrian Ordinance"** be enacted? (**Note**: Language proposed to be inserted is indicated by underlining. Language proposed to be removed is indicated by a ~~strikeout line~~. All other portions of the ordinance are proposed to remain unchanged. The symbol "*****" indicates that a portion of the ordinance, which is not proposed to be changed, is not shown below, in order to save space.)

TITLE VI
BICYCLES AND OTHER WHEELED GOODS
AND
PEDESTRIAN ORDINANCE

Chapter 3 Pedestrian Ordinance

301 State Statutes to Apply

~~State statutes~~ Maine State Revised Statutes, Title 29-A regulating pedestrian movement shall apply to all streets in Ogunquit. Penalties provided by Maine State Revised Statutes, Title 29-A ~~statutes~~ shall also apply.

Article 4: Shall an ordinance entitled **"An Ordinance to Amend Title X, Article 7, Section 7.2.G, Land Use Controls – Retail Marijuana Prohibition"** be enacted? (**Note**: Language proposed to be inserted is indicated by underlining. Language proposed to be removed is indicated by a ~~strikeout line~~. All other portions of the ordinance are proposed to remain unchanged. The symbol "*****" indicates that a portion of the ordinance, which is not proposed to be changed, is not shown below, in order to save space.)

*****

G. Retail Marijuana Prohibition

For purposes of this ordinance, retail marijuana establishments, including retail marijuana stores, retail marijuana cultivation facilities, retail marijuana products manufacturing facilities and retail marijuana testing facilities, and retail marijuana social clubs are defined as set forth in 7 M.R.S.A. § 2442.

Retail marijuana establishments, including retail marijuana stores, retail marijuana cultivation facilities, retail marijuana products manufacturing facilities, and retail marijuana testing facilities, and retail marijuana social clubs, as either a principal use or an accessory use, are expressly prohibited in Ogunquit.

No person or organization shall develop or operate a business that engages in retail sales of marijuana or any retail marijuana-product, both as defined by 7 M.R.S.A. § 2442.

Article 5: Shall the Town approve the transfer of the remaining balance of **$1,404.66** from the 2013 Agamenticus Park CIP Project to the 2018 Tennis Court Repair CIP Project?

Select Board Recommendation:	$1,404.66	Yes 4 No 0 1 absent
Budget Review Committee Recommendation:	$1,404.66	Yes 4 No 0 1 absent

Article 6: Shall the Town approve the transfer of **$19,016.85** from the Undesignated Fund Balance to cover a deficit in the General Government Department budget at FY 2017 year-end?

Select Board Recommendation:	$19,016.85	Yes 4 No 0 1 absent
Budget Review Committee Recommendation:	$19,016.85	Yes 4 No 0 1 absent

Article 7: Shall the Town approve the transfer of **$39,929.22** from the Unemployment Fund to cover a deficit in the Accrued Liabilities Fund at FY 2017 year-end?

Select Board Recommendation:	$39,929.22	Yes 4 No 0 1 absent
Budget Review Committee Recommendation:	$39,929.22	Yes 4 No 0 1 absent

Article 8: Shall the Town approve the transfer of **$93,825.25** from the Undesignated Fund Balance to cover a deficit in the US Department of Justice – Drug Enforcement Agency project budget at FY 2017 year-end?

Select Board Recommendation:	$93,825.25	Yes 4 No 0 1 absent
Budget Review Committee Recommendation:	$93,825.25	Yes 3 No 0 2 absent

Article 9: Shall the Town vote to approve use of additional **$22,760.09** funds in the Ambulance Reserve Fund, and add an estimated **$8,000** from the sale or trade-in of the current ambulance, to supplement the original appropriation of $200,000 approved at the June 2017 Annual Town Meeting and the $4,556.45 that was authorized by the Select Board at its September 5, 2017 meeting for the purchase of an ambulance for the Fire Department with any unexpended funds lapsing to the Ambulance Reserve account at year-end when the project is completed?

Select Board Recommendation: Yes 5 No 0

Budget Review Committee Recommendation: Yes 5 No 0

Article 10: Shall the Town approve the transfer of **$150,000** from the Undesignated Fund Balance for structural engineering and design services for the Perkins Cove Footbridge Replacement?

Select Board Recommendation: $150,000 Yes 5 No 0
Budget Review Committee Recommendation: $150,000 Yes 4 No 1

Article 11: Shall the Town vote to approve the transfer of not to exceed **$100,000** from the Undesignated Fund Balance to fund the engineering and architectural design of bathrooms at Main Beach, Footbridge Beach, and North Beach?

Select Board Recommendation: $100,000 Yes 4 No 1
Budget Review Committee Recommendation: $100,000 Yes 5 No 0

Given under our hands this **20th day of September 2017,** A.D. in Ogunquit, Maine, by the Select Board, acting in their capacity as the Municipal Officers:

OGUNQUIT SELECT BOARD

_____
Charles Waite, III, Chair

_____
Robert Winn, Jr., Vice Chair

_____
John Daley, Member

_____
Richard Dolliver, Member

_____
Madeline Mooney, Member

****

State of Maine
County of York, ss

A True Copy,
Attest:

_____
Christine L. Murphy, Town Clerk
Town of Ogunquit, Maine

Dated:_____

Unfinished Business

Draft: Updated 9/29/-17

TOWN OF OGUNQUIT

SELECT BOARD RULES

The Select Board shall transact all official business at a public meeting. The following items deal with the transaction of business at official meetings of the Select Board.

1. Right to Know

Except for Executive Sessions, the proceedings of all meetings and workshops of the Select Board are open to the public and broadcast on WOGT and streaming on the Town's web site.

2. Rules of Order

Roberts Rules of Order shall govern the proceedings of all Select Board meetings.

3. Regular Meetings and Workshops

Regular meetings of the Select Board will be held on the first (1st) and third (3rd) Tuesdays of the month at the Dunaway Community Center regularly starting at 6:00p.m. When the regular meeting date falls on a holiday or the date presents a conflict, the Select Board will vote to reschedule the meeting to an alternative date. Workshops of the Select Board may be scheduled at regular Select Board meetings or on other dates and times to accommodate the Select Board's schedule.

Select Board members will be furnished with the date, time and place for each meeting along with an agenda and meeting material which information will also be posted on the Town's website. This information will be provided by the Town Manager's Office no later than 4:00pm on the Friday before the Regular Meeting or Workshop.

Workshops are a time for Select Board members to discuss issues informally among themselves. Workshops generally are intended to discuss policy issues and topics that require more in-depth discussion. Workshops allow time for the Select Board to discuss issues and explore options for future action, discuss issues that the Board may want to present to the public for consideration at a Select Board meeting, etc. Workshops also are a time for the Select Board to meet with committees and boards to work on issues, to hear presentations, or to receive training. Workshops are intended to be "hands on" for the Select Board, therefore allowing public comment at workshops is at the Select Board's discretion.

4. Special and Emergency Meetings

Special and Emergency Meetings of the Board may be called by the Chairperson, or in the absence of the Chairperson, by the Vice Chairperson, or by a majority of the Board. The Select Board will be furnished with the date, time and place and an agenda (if necessary) by the Town Manager's Office. Meeting notification requirements are pursuant to State Statute.

5. Requests for Agenda Items

All Select Board requests for regular meeting agenda items must be submitted to the Town Manager along with supporting background material, or a position paper by the Wednesday prior to the scheduled meeting date. The Chairperson of the Board shall review agenda requests with the Town Manager to assure proper background and staff support has been afforded the item requested. If, in the opinion of the Chairperson, additional information and/or study are required, the requested agenda item will be postponed until proper preparation has been made. The Chairperson of the Board will subsequently notify the affected Select Board member.

6. Order of Business

1. Call to Order
   - Roll Call
   - Pledge of Allegiance
   - Minutes
2. Town Manager Report
3. Committee Appointments and Resignations
4. Presentations, Proclamations, Resolutions,
5. Public Hearings
6. Unfinished Business
7. New Business
8. Citizen Comments (for Town-related business not on the agenda)
9. Other Business
   - Select Board Reports and announcements
10. Adjournment

7. Majority Vote

Three (3) affirmative votes are required for the transaction of business.

8. Select Board Action on Items

The following procedures will be used for the orderly transaction of business:

A. The Town Manager or the Sponsor of the item introduces and explains the item. Sponsor, Manager, staff, or others (as designated by sponsor or Manager) provide additional explanation or information. Any Select Board member may make a motion or may second the motion.
B. Select Board questions (not discussion at this time).
C. Public input.
D. Additional questions from Select Board (not debate).
E. Chairperson recites motion, if already made, or looks for motion.
F. Select Board discussion.
G. Amendments to motion (optional) and debate.
H. Vote on motion (as amended, if applicable).
I. The passage, adoption or enactment of any item requires three (3) votes for passage. In the case of a tie vote, the motion fails.

9. Public Comment Period Guidelines

A. The Select Board welcomes public participation and comment at Select Board meetings. The Select Board agenda will include a public comment at every regularly scheduled Select Board meeting to allow citizens an opportunity to comment on non-agenda items that pertain to Ogunquit Town government and duties of the Select Board.

B. During the public comment period, speakers will be asked to be brief and keep to the point. The Select Board meetings are business meetings where the Board acts on policy matters and legally required actions, Out of respect for everyone's time, citizens are asked to keep their comments within three (3) minutes. With the Board's permission, this period may be extended once. People may speak on any Town-related issue that is not on the agenda; they may cover multiple issues, but may speak only once during the public comment period.

C. Citizens speaking during the public comment period must follow the rules of decorum described below.

D. Citizens speaking during the public comment period may not make any comments that:

i. Disparage individual Select Board member, Town staff, or other citizens;

ii. Address specific situations that are in litigation, including situations where the Town is a party to the litigation;

iii. Pertain to any personal disputes between themselves and other residents; or

iv. Make any comments referencing support or opposition for any candidate for political office or political causes.

v. Do not pertain specifically to the Town of Ogunquit or the Select Board's responsibilities.

10. Decorum and Order

The Chairperson shall preserve decorum and decide all questions of order and procedure, subject to appeal to the Select Board

A. During the Select Board meetings, Select Board members shall preserve order and decorum and shall neither by conversation or otherwise delay or interrupt the proceedings nor refuse to obey the order of the Chairperson or the Rules of the Select Board.

Select Board members desiring to speak shall address the Chairperson, and upon recognition by the Chairperson, shall confine themselves to the question under debate and shall avoid all personalities and indecorous language. A Select Board member, once recognized, shall not be interrupted while speaking unless called to order by the Chairperson, unless a point of order is raised by another member or unless the speaker chooses to yield to questions from another member. If a Select Board member is

called to order while speaking, the Select Board shall cease speaking immediately until the question of order is determined. If ruled to be in order, the Select Board member shall be permitted to proceed. If ruled to be not in order, the Select Board member shall remain silent or shall alter the remarks so as to comply with Rules of the Select Board.

All members of the Select Board shall accord the utmost courtesy to each other, to Town employees and to public members appearing before the Select Board and shall refrain at all times from rude and derogatory remarks, reflections as to integrity, abusive comments, and statements as to motives and personalities. The Select Board shall confine their questions as to the particular matters before the assembly and in debate shall confine their remarks to the issues before the Select Board. Members shall be removed from the meeting for failure to comply with decisions of the Chairperson or for continued violations of the rules of the Select Board. If the Chairperson fails to act, any member may move to require the Chairperson to enforce the rules and the affirmative vote of a majority of the Select Board shall require the Chairperson to act.

B. Members of the administrative staff and employees of the Town shall observe the same rules of procedure and decorum applicable to members of the Select Board. While the Chairperson shall have the authority to preserve decorum in meetings as far as staff members and Town employees are concerned, the Town Manager shall also be responsible for the orderly conduct and decorum of all Town employees under the Town Manager's direction and control. The Town Manager shall take such disciplinary action as may be necessary to insure that such decorum is preserved at all times by Town employees in Select Board meetings. Staff members or the Town Manager desiring to address the Select Board or members of the public shall be recognized by the Chairperson, shall state their name for the record, and shall limit their remarks to the matter under discussion. All remarks and questions addressed to the Select Board shall be addressed to the Select Board as a whole and not to any individual member thereof. No staff member, other than the staff member having the floor, shall enter into any discussion either directly or indirectly without permission of the Chairperson.

C. Public members attending Select Board meetings also shall observe the same rules of propriety, decorum and good conduct applicable to members of the Select Board. Any person making personal, impertinent, or slanderous remarks or who becomes boisterous while addressing the Select Board or while attending the Select Board meeting may be removed from the premises if a police officer is so directed by the Chairperson, and such person shall be barred from further audience before the Select Board for the duration of the meeting. Unauthorized remarks from the audience, stamping of feet, whistles, yells and similar demonstrations shall not be permitted by the Chairperson, who may direct a police officer to remove such offenders from the premises. Aggravated cases shall be prosecuted on appropriate complaint signed by the Chairperson. In case the Chairperson shall fail to act, any member of the Select Board may move to require the Chairperson to act to enforce

the rules, and the affirmative vote of the majority of the Select Board shall require the Chairperson to act.

D. Public members desiring to address the Select Board shall be recognized by the Chairperson, shall state their name and address in an audible tone for the record, and shall limit their remarks to the question under discussion. All remarks and questions addressed to the administration of the Town shall be addressed to the Town Manager and not to any individual Town employee. No person shall enter into any discussion either directly or through a member of the Select Board without the permission of the Chairperson.

11. Communications

Unsigned communications may not be introduced in Select Board meetings.

12. Suspension of Rules

Any provision of these rules not governed by the Charter or code may be temporarily suspended at any meeting of the Select Board by a vote of four (4) or more Select Board members. The vote on the suspension shall be taken by yeas and nays and entered upon the records.

13. To Amend Rules

These rules may be amended or new rules adopted by majority vote of the Select Board. An amendment must be submitted in writing at a preceding meeting and shall be placed on the Agenda under the order of new business.

14. Correspondence to the Select Board

If a citizen requests their correspondence to be read aloud at Select Board meeting, it shall be read by the Chairperson without personal edits or comments, at the start of the public comment period, when the following conditions are met:

a. The correspondence has been shared in advance with all Select Board members,

b. The content adheres to all of the Select Board meeting rules, particularly the decorum and order section, and

c. The author is not able to attend the meeting in person.

At the Chairperson's discretion, he/she can read only a portion of lengthy correspondence.

15. Town Mailings to Residents

Any Town financed mailings to Ogunquit citizens shall be approved in advance by the Select Board unless required by Town Charter or laws of the State of Maine.

New Business

OGUNQUIT
Beautiful Place by the Sea

OGUNQUIT FIRE DEPARTMENT
24 SCHOOL STREET • P.O. BOX 875
OGUNQUIT, MAINE 03907-0875
(207) 646-5112 Business
911 Emergency

October 11, 2017

Dear Selectboard Members & Town Manager Patricia Finnigan,

It is my pleasure to present you with bids and specifications of a new ambulance that we wish to purchase for our department, citizens, and visitors alike. As you are probably aware, there are multiple ambulance manufacturers, options, and design features that can be chosen. With this being a significant purchase for our town, I oversaw and formed a committee consisting of 3 Paramedics and 1 AEMT of our department who have extensive experience working in ambulances to ensure the proper ambulance design and purchase for us.

The committee has spent numerous days both on and off duty discussing specifications, meeting with vendors, reviewing specifications, adding up to in excess of 50 hours. We dealt with 5 vendors who provided a total of 6 different ambulances. As the bids and specifications came back, our committee strategically went thru them and corrected any problems and discussed at length the safety components and building process of each particular ambulance.

Our recommendation is to purchase the LifeLine ambulance from Speciality Vehicles Inc. (SVI) for the sum of **$247,740**. The LifeLine meets and exceeds our specifications in what we outlined for our bid process, including safety features, insulation, functionality, service, etc. LifeLine has a very acceptable delivery time of 110-140 days, whereas the other ambulance manufacturers are 160-200+ days. We currently own a LifeLine ambulance and are extremely happy with the unit. We have owned it since 2011 and have had no major issues with it; any minor problems that did arise were taken care of quickly and efficiently by SVI. We have bought ambulances from the same gentleman for approximately 25 years and have a wonderful working relationship with him and SVI, he truly stands behind his product and ensures that our ambulances are in perfect working order.

Thru our discussions, safety and functionality was our main priority, of both our patients and personnel. Due to this we required certain items, which come at a slightly higher cost. Some of the items we required are as follows: an aluminum patient compartment with solid fully welded extrusions, a "crawl-thru" opening from the cab to patient compartment, 4 point harness system for all personnel, Stryker power load system, "medic in mind" configuration, and others. The "crawl-thru" opening aids in allowing the driver to hear/see what is going on in the patient compartment to aid in the safety of the provider in cases where a patient becomes combative and the provider needs immediate assistance from the driver. LifeLine is the only manufacturer that can still provide a "crawl-thru" design with the new chassis that ambulances are now using. Each seated position provides the providers with a 4 point harness restraint system to aid in case of a crash. We have added a Stryker power load system to be installed at the factory which assists personnel with lifting the stretcher into the back of the ambulance

which will significantly help decrease the chance of a back injury, which is prevalent in EMS. Lastly, we have designed this ambulance with a "medic in mind" setup, which places control panels and secured equipment within arm's reach so the Paramedic can stay seated and belted most of the time, increasing safety.

As with anything, ambulances have risen steadily in price, making it more difficult to obtain funding. After the June warrant article we were funded $200,000; in addition we had leftover CIP funds from our bay door openers which were graciously transferred over for the ambulance in the amount of $4,556.45. Due to the rapid rise of ambulance costs which was unanticipated prior to meeting with vendors, this November we have a warrant article to allow spending from the ambulance reserve account an additional $22,760.09, which will provide us with a grand total of $227,316.54. As you can see, the cost of the ambulance still surpasses this amount, however, we have a 2002 ambulance that we are replacing and have interests from other agencies who wish to purchase it. With the sale of this ambulance it will provide us enough funding to purchase the new LifeLine ambulance we are requesting.

As shown on the "Ambulance Bids – September 2017" spreadsheet, you can see that there are a few ambulances that are significantly cheaper than the LifeLine and similar models. We do not recommend going with these models as they do not meet our specifications due to the quality of construction and integrity of the unit. These ambulances are built more for transfer type EMS companies versus emergency services and are not built for long term use. Here in Ogunquit we keep our ambulances for 15 plus years and require quality construction that will last with minimal down time for maintenance and other performance issues.

We look forward to having a second LifeLine ambulance to serve the citizens and visitors of Ogunquit with exemplary emergency medical care with pride. If you have any questions, please don't hesitate to contact me.

Respectfully,

Mark O'Brien
Fire Chief

OGUNQUIT
Beautiful Place by the Sea

OGUNQUIT FIRE DEPARTMENT
24 SCHOOL STREET • P.O. BOX 875
OGUNQUIT, MAINE 03907-0875
(207) 646-5112 Business
911 Emergency

Ambulance Bids – September 2017

2017-2018 Ford F550 4x4 Chassis

With Trade

Vendor	*Apparatus*	*Cost*	*Meet Specs?*
Specialty Vehicles Inc.	LifeLine	$240,240	Yes
Autotronics	Braun	$242,720	Yes
Greenwood Emergency Vehicles	Horton	$240,238	Yes
Sugarloaf Ambulance / Rescue Vehicles	PL Custom	$242,853	Yes
Greenwood Emergency Vehicles	Wheeled Coach	$221,376	No
Professional Vehicle Corp.	AEV/Trauma Hawk	Unknown	No

Without Trade

Specialty Vehicles Inc.	LifeLine	$247,740	Yes
Autotronics	Braun	$264,970	Yes
Greenwood Emergency Vehicles	Horton	$245,738	Yes
Sugarloaf Ambulance / Rescue Vehicles	PL Custom	$250,353	Yes
Greenwood Emergency Vehicles	Wheeled Coach	$225,376	No
Professional Vehicle Corp.	AEV/Trauma Hawk	$221,889	No

Trade Amount

Specialty Vehicles Inc.	LifeLine	$7,500
Autotronics	Braun	$22,250
Greenwood Emergency Vehicles	Horton	$5,500
Sugarloaf Ambulance / Rescue Vehicles	PL Custom	$7,500
Greenwood Emergency Vehicles	Wheeled Coach	$4,000
Professional Vehicle Corp.	AEV/Trauma Hawk	None

Specialty Vehicles, Inc.

58 George Leven Drive
North Attleboro, MA 02760
Tel: 508•699•0616
Fax: 508•699•0977
Toll Free: 888•699•0616
www.svine.com

Providing Superior Ambulance and Rescue Vehicles in New England

SUBMITTED TO:	*BIDDER:*	*MANUFACTURER:*
Chief Mark O'Brien **Ogunquit Fire Department** **24 School Street** **Ogunquit, ME 03907**	**Specialty Vehicles, Inc.** **58 George Leven Drive** **North Attleboro, MA 02760** **Sales Rep: Al Hooper**	**Life Line Emergency Vehicles** **1 Life Line Drive** **Sumner, IA 50674**

DESCRIPTION OF VEHICLE: *REVISED BUDGET QUOTE* *DATE: September 20, 2017*

2017 Ford F550 4x4 custom built Life Line "Superliner" Type I-AD, Class I Emergency Medical Vehicle.

PRICING BREAKDOWN:

Total Delivered Price:	**$ 252,140.00**
LESS **Ford FIN Concession:**	($ 4,400.00)
LESS **Trade-In Allowance 2004 Ford E450 Road Rescue Ambulance:**	($ 7,500.00)
TOTAL DELIVERED PRICE LESS APPLICABLE DISCOUNT:	***$ 240,240.00***

DELIVERY / TERMS & CONDITIONS:

Delivery lead-time shall be 110-140 calendar days after receipt of chassis, final work order / drawings and a signed sales contract between Specialty Vehicles, Inc. and the Ogunquit Fire Department; whichever occurs first.

Specialty Vehicles, Inc. reserves the right to withdraw this proposal if not accepted within 60 days.

Terms: Net cash due upon delivery and acceptance. No Federal, State or Local Taxes are included.

Thank you for the opportunity to submit our proposal. If you have any questions please feel free to contact me at (888) 699-0616.

Respectfully Submitted,

Alfred F. Hooper

Alfred F. Hooper
Vice President

"We Keep EMS Moving!"
129 US Route 1, Frenchville, ME 04745
P.O. BOX 535, Madawaska, ME 04756
69 Perry Road, Bangor, ME 04401
Phone: (800) 540-7412 • Fax: (207) 543-7412 • www.autotronics.net

9-30-17
Ogunquit Fire Dept
13 School Street,
Ogunquit, Me 03907
Attn: Chief Mark O'Brien
Ref: Ambulance Replacement

2018 Ford F-550 4X4 6.7L Diesel, Braun Chief XL Custom Ambulance

Autotronics Supplied:

- Exhaust Reroute to Drivers Side w/ Gibson Plymo-vent Adaptor
- Decals to Match Current Fleet
- Vanner Inverter/Battery Maintainer
- PDI and Delivery of Unit
- State Inspection

2018 Ford F-550 4X4 6.7L Diesel, Braun Chief XL Ambulance	$252,520.00
Stryker Power-Load System P#6390	$21,250.00
Ford Fin # Discount	-$3,800.00
Upgrade Package Discount	-$5,000.00
Trade-in 2002 Ford E-450 7.3L Diesel, Road Rescue Ambulance	-$22,250.00
Total Purchase Price	**$242,720.00**

Additional Options:

- 20" LED Driving Light	$500.00
- LED Fog Lights	$500.00
- Ali-Arc Bumper/Brush Guard	$2,850.00
- Delete Additional Screen for Back-up Camera	-$550.00
- Pre-Pay Discount	
o 50% Upfront	-$1,000.00
o 100% Upfront	-$2,250.00

NOTE: This unit is priced as you see in specifications and drawings. The unit DOES NOT have pearl paint priced into it, if pearl paint is required that will be discussed with the Chief and pricing will be adjusted accordingly. Decals are to match most current unit. Delivery time will be estimated and not exact unless specified, which would be roughly 240 to 270 days after a clean order has been submitted (delivery date will be discussed once bid is awarded and could possible be shortened). There are no factory trips included in this sale. Trade-in must be in good running condition and must be able to be driven back to Autotronics once new unit is delivered. All repairs until we (Autotronics) take possession of the trade-in unit will be taken care of through Ogunquit Fire Dept.

Chief Mark O'Brien	Date
Autotronics Sales Rep Karlton Jones	Date

Ogunquit Fire Rescue
13 School Street
Ogunquit, ME 03907
Attn: Chief Mark O'Brien

September 18, 2017

Dear Chief,

Greenwood Emergency Vehicles Inc is pleased to submit this proposal for the purchase of One (1) New Horton Emergency Vehicles, Class 1, Type 1, Model 623.

Horton Emergency Vehicles are constructed in Grove City, Ohio and are driven over the road to their final destination. All service and/or warranty work is performed at our state of the art facilities located in North Attleboro, Ma and 19 Summer Street in Brunswick, Maine by ***FULLTIME, EVT (EMERGENCY VEHICLE TECHNICIAN} Certified Mechanics.*** We stock over $600,000.00 in parts and inventory to provide you, our customers, with prompt, efficient service. Greenwood Emergency Vehicles believes that the fire and emergency service profession deserves a source for service that doesn't rely on subletting work to "off premises " work sites such as general repair facility's or body shops. **We offer free pickup and delivery of your Horton Emergency Ambulance for any Horton related warranty work.**

Delivery time will be approximately **165 to 200** days.

Thank you for the opportunity to submit this proposal for your upcoming vehicle acquisition.

Sincerely,

David A. Pierce
Maine Regional Sales Manager
Greenwood Emergency Vehicles, Inc.
Horton Ambulances
Wheeled Coach Ambulances

Delivery to w/ chass's
120 - 155
105 - 135

105 - 155

Ambulance Pricing

(1) 2017-8 Ford F-550 4X4 Type 1 Horton 623,

$239,463.00

Our price includes the following,

1. Vehicle Prep
2. Delivery
3. Plymo Vent Hook up
4. Free pickup and delivery for Horton Warranty issues
5. Lettering/Striping
6. Ford Fin Discount
7. **Trade Increased from $4000.00 to $5500.00**
8. Stryker Power Load System Installed
9. All Whelen Emergency and Scene Lights (M Series)
10. Added Dual Purpose Camera system
11. Added Remote roof mounted spot light deleted 2 front scene lights.
12. Added 3 Solid Surface counter tops Deleted Stainless Steel
13. Added 3 Chevron door panels rear doors
14. Added cross over cabinet front wall
15. Added 2 Solid/Plexi insert doors front wall cabinet Deleted Plexi doors
16. **In dash Ford Navigation add $775.00 to total cost quoted**

I have added all additional options requested at our last meeting. Horton will not change the vehicle exhaust to the driver's side of vehicle, because they feel it could void the engine warranty. We could have it done after market if that is something you want done. **Also, please note that Horton has one 2017 Ford F-550 4x4 chassis available in stock, however we would need to move quickly to secure the chassis. Getting this chassis would shorten your delivery time from what I have quoted.**

SUGARLOAF
AMBULANCE/RESCUE
VEHICLES

August 31, 2017

Ogunquit Fire Department
15 School Street
Ogunquit Maine 03907

Dear Members,

Allow me to present to you, the ***P L Custom "Classic" Series,*** Type I, 2017 Ford F- 550 ambulance, as specified.

In consideration of the payment described below, Sugarloaf Ambulance / Rescue Vehicles will deliver a 2017 Ford F-550, P L Custom Emergency Vehicle as described in the enclosed specifications, with the options specified. This proposal also includes a STRYKER power load system.

With a verified Ford Fleet Identification number, you will receive a Ford Fleet Concession of $4000. We also offer an optional prepayment of chassis which allows for $1000 off the final invoice.

This makes the final delivered price to Ogunquit Fire Department

$250,353

With the trade of your 2003 Road Rescue ambulance the final delivered price to Ogunquit Fire Department is

$242,853

In reviewing your proposal, take notice of our Warranty section (4). The ***P L Custom*** **Structural warranty**, on the body, is **"Lifetime"**, the **Electrical warranty** is **"Lifetime" or 100,000 miles**, The **Paint Warranty is Now Ten Years** including a "New" 100% Crevis Corrosion warranty for Three Years! We have a "New" **36 month / 36,000** mile **Conversion warranty** on almost everything we install in our body.

The delivery time of the vehicle will be 240 calendar days from time of signing of purchase and sales agreement. You will find conceptual drawings within the following proposal.

We certify that this vehicle meets or exceeds Federal KKK-1822 F standards with allowed exceptions & Ford "Quality Vehicle Modifier" specifications. This is the standard that Ford Motor Company requires of manufacturers to build on their chassis and we use it on all ambulances.

We look forward to serving you!

Keith Stuart

Keith Stuart

Celebrating 27 Years of Delivering Only Quality
P L CUSTOM EMERGENCY VEHICLES

GREENWOOD
EMERGENCY VEHICLES

530 JOHN DIETSCH BOULEVARD
NORTH ATTLEBORO, MA 02763-1080
PHONE: 508.695.7138
FAX: 508.699.6842
PARTS: 1.800.347.3878

Town of Ogunquit
Fire/Rescue Department
13 School Street
Ogunquit, ME 03907
Attn: Chief Mark O'Brien

September 1, 2017

Dear, Chief O'Brien

Greenwood Emergency Vehicles Incorporated is pleased to submit this proposal for the purchase of one (1) new Ford F-550 4X4 Wheeled Coach Emergency Vehicle, Class 1, Type 1 Model #3170F emergency medical rescue vehicle. I have provided drawings and the build specification from Wheeled Coach Emergency Vehicles for review. **Greenwood Emergency Vehicles provides pickup and delivery for all Wheeled Coach warranty work.**

Wheeled Coach Emergency Vehicles are constructed in Winter Park, Florida and are trucked over the road to Greenwood Emergency Vehicles. All service and/or warranty work is performed at our state of the art facilities located in North Attleboro Ma and 19 Summer Street in Brunswick, Maine by ***FULLTIME, EVT (EMERGENCY VEHICLE TECHNICIAN) Certified Mechanics.*** We stock over $600,000.00 in parts and inventory to provide you, our customers, with prompt, efficient service. Greenwood Emergency Vehicles believes that the fire and emergency service profession deserves a source for service that doesn't rely on subletting work to " off premises " work sites such as general repair facilies or body shops.

Delivery of one (1) new vehicle to the Town of Ogunquit Maine would be approximately 90 days after receipt of Chassis and following execution of contracts between Greenwood Emergency Vehicles, Inc. and the Town of Ogunquit.

Thank you for the opportunity to submit this proposal for your upcoming vehicle acquisition.

Sincerely,

David A. Pierce
Regional Sales Manager
Greenwood Emergency Vehicles, Inc.

Ambulance Pricing

(1) 2017-8 Ford F-550 4x4 Type 1 Wheeled Coach 17OF

$221,376.00

Our Price includes the following,

1. Vehicles Prep
2. Delivery
3. Plymo Vent Hook Up
4. Free pickup and delivery for Wheeled Coach Warranty Issues
5. Lettering/Striping
6. Ford Fin Discount
7. Trade
8. Stryker Power Load System Installed

Professional Vehicle Corporation
12 Industrial Park Road
Rumford, Maine 04276

August 28, 2017

Ogunquit, ME Fire and Rescue Department

Dear Sir or Madam:

It is a pleasure to provide you with this quotation for a 2017 F-550 replacement Ambulance. The quotation that follows is complete to the best of my ability. I have included all of the options that we spoke about during our meeting on August 9th 2017 at your fire station. This quote also includes money for your paint and graphics package, Stryker Powerload, the retrofit kit for your existing Stryker cots, and all of the custom cabinetry that is listed.
Thank you again for contacting Professional Vehicle Corporation for this quotation. Just as a reminder, the chassis pool at the factory closes in mid to late September. After that pool closes, we can no longer get 2017 chassis from Ford, and our in stock availability is limited, we would have the option of upgrading to a 2018 chassis if there is no 17's available, however that does carry of estimated charge of $4000.00+. Thank you again for your consideration.

Ryan Arsenault
Professional Vehicle Corporation
Rumford, ME 04276
207-890-4284

PAVING PROJECTS RFP
BID RESULTS

Bids were opened on October 10, 2017 at 2:00pm by Town Manager Patricia Finnigan. Also in attendance were Cheryl Emery, Administrative Assistant to the Town Manager and representatives from Pike Industries and Shaw Bros.

July 1, 2017 – June 30, 2018
Requested Cost Quotes

Machine laid Hot Mix Asphalt (HMA/Hot top) per ton cost
Hand laid Hot Mix Asphalt (HMA/Hot top) per ton cost
Bituminous Cape Cod curbing in place per Linear Foot cost
Tack coat applied if needed in bulk or by hand per Gallon cost
Machine pavement grinding on butt ends if needed - per foot cost

	Libby Scott	**Pike Industries**	**Shaw Bros.**
Machine Laid Hot Mix Asphalt/per ton	$85.00/TON	19.0MM- $101.00/TON	$100.00/TON
		12.5MM- $120.00/TON	
Hand Laid Hot Mix Asphalt/per ton	$135.00/TON	$165.00/TON	$150.00/TON
Bituminous Cape Code Curbing/LF	$8.50/LF	$15.00/LF	$10.00/LF
Tack Coat/per gallon	$7.35/GAL	$5.00/GAL	$15.00/GAL
Machine Pavement Grinding Butt Ends/per foot	$4.00/LF	$15.00/SY	$5.00/LF

Scheduled Project Quotes	**Libby Scott**	**Pike Industries**	**Shaw Bros.**
Fire Department Entrance Ramps	$18,850.00	$16,987.50	$29,730.00
Cottage Street	$10,500.00	$10,932.75	$19,454.00
Cottage Street Parking Lot	$52,000.00	$75,865.85	$72,367.00
Cottage Street Parking Lot Access Road	$17,300.00	$25,222.40	$28,293.00
Dunaway Center Alley Road	$15,500.00	$17,768.50	$20,770.00
Total	**$114,150.00**	**$146,777.00**	**$170,614.00**

OGUNQUIT
Beautiful Place by the Sea

Town of Ogunquit
Contract Form
PAVING PROJECTS RFP

July 1, 2017 – June 30, 2018

Machine laid Hot Mix Asphalt (HMA/Hot top) per ton cost	$ 85.00 Ton
Hand laid Hot Mix Asphalt (HMA/Hot top) per ton cost	$ 135.00 Ton
Bituminous Cape Cod curbing in place per Linear Foot cost	$ 8.50 LF
Tack coat applied if needed in bulk or by hand per Gallon cost	$ 7.35 gallon
Machine pavement grinding on butt ends if needed - per foot cost	$ 4.00 LF

Scheduled Project Quotes:

Fire Department Entrances/Ramps:	$ 18,850.00
Cottage Street:	$ 10,500.00
Cottage Street Parking Lot:	$ 52,000.00
Cottage Street Parking Lot Access Road:	$ 17,300.00
Dunaway Center/Fire Department Alley Road:	$ 15,500.00

Signed: [signature]
Printed Name: Stephen Libby
Title: President
Firm: Libby Scott Inc.
Address: PO Box 817 Wells, Me. 04090

Date: Oct. 10-17
Phone # 207-676-4466 Fax# 207-676-4469
E-mail libbyscott@maine.rr.com

Note: Quote based on unit prices only. SL 10/10/17

P.O.Box 817
Wells, Me. 04090
207-676-4466 Fax 676-4469
libbyscott @maine.rr.com
www.libbyscott.com

LibbyScott Inc.

October 9, 2017

Reference Equipment and crew rates:

		With No Operator
Huber Grader	$ 95.00 hr	
Large Grader	$ 125.00 hr	$ 90.00 hr
Large Cat Roller	$ 110.00 hr	$ 85.00 hr
Small Roller	$ 80.00 hr	$ 60.00 hr
Tri-axle Dump Truck	$ 76.00 hr	
Wheeler Dump Truck	$ 70.00 hr	
Freight Low Bed	$ 135.00 hr	
Bobcat Loader	$ 85.00 hr	
Small Track Hoe	$ 95.00 hr	
Water Truck	$ 85.00 hr	
Laborer	$ 45.00 hr straight time	
Pavement Saw	$ 95.00 hr	
Grading crew based on 10 hr day	$ 2,285.00 day	
Cold Plane	$ 25.00 sy	
Cape Cod Bituminous Curb less than 200lf	$ 8.50 lf	
Cape Cod Bituminous Curb 200 plus	$ 5.20 lf	
Fine Crush Gravel	$ 16.00 ton in place	
Fine Grade	$ .95 sy	BL 10/10/17
Reclaim	$ .95 sy	BL 10/10/17

Pike Industries Inc
95 Western Ave
Fairfield, ME 04937

Beautiful Place by the Sea

Town of Ogunquit
Contract Form
PAVING PROJECTS RFP

July 1, 2017 – June 30, 2018	19.0mm / 12.5mm
Machine laid Hot Mix Asphalt (HMA/Hot top) per ton cost	$ 101.00 / 120.00
Hand laid Hot Mix Asphalt (HMA/Hot top) per ton cost	$ 165.00 / ton
Bituminous Cape Cod curbing in place per Linear Foot cost	$ 15.00 / LF
Tack coat applied if needed in bulk or by hand per Gallon cost	$ $5.00 / gallon
Machine pavement grinding on butt ends if needed - per foot cost	$ 15.00 / SY

Scheduled Project Quotes:

Fire Department Entrances/Ramps:	$ 16,987.50
Cottage Street:	$ 10,532.75
Cottage Street Parking Lot:	$ 75,865.85
Cottage Street Parking Lot Access Road:	$ 25,222.40
Dunaway Center/Fire Department Alley Road:	$ 17,768.80

Signed: Jason Griffiths
Printed Name: Jason Griffiths
Title: Estimator
Firm: Pike Industries Inc.
Address: 95 Western Ave
Fairfield, ME 04937
Date: 10/9/17
Phone # 854-2561 Fax# 453-2557
E-mail jgriffiths@pikeindustries.com

OGUNQUIT
Beautiful Place by the Sea

Town of Ogunquit
Contract Form
PAVING PROJECTS RFP

July 1, 2017 – June 30, 2018

Machine laid Hot Mix Asphalt (HMA/Hot top) per ton cost	$ 100.00
Hand laid Hot Mix Asphalt (HMA/Hot top) per ton cost	$ 150.00
Bituminous Cape Cod curbing in place per Linear Foot cost	$ 10.00
Tack coat applied if needed in bulk or by hand per Gallon cost	$ 15.00
Machine pavement grinding on butt ends if needed - per foot cost	$ 5.00

Scheduled Project Quotes:

Fire Department Entrances/Ramps:	$ 20,730.00
Cottage Street:	$ 19,454.00
Cottage Street Parking Lot:	$ 72,367.00
Cottage Street Parking Lot Access Road:	$ 28,293.00
Dunaway Center/Fire Department Alley Road:	$ 20,770.00

Signed: [signature]
Printed Name: JONATHAN E. SHAW
Title: PRESIDENT
Firm: SHAW BROTHERS CONSTRUCTION, INC.
Address: P.O. BOX 69, 341 MOSHER ROAD
GORHAM, ME 04038
Date: 10/10/17
Phone # 839-2552 Fax# 839-6239
E-mail KLUCAS@SHAWBROTHERS.COM

SHAW BROTHERS CONSTRUCTION, INC.
P.O. Box 69 • 341 Mosher Rd. • Gorham, Me 04038
Tel: (207) 839-2552 • Fax: (207)839-6239
Website: www.shawbrothers.com

October 10, 2017

Patricia Finnigan, Town Manager
Town of Ogunquit
P.O. Box 875
Ogunquit, Maine 03907

Dear Patricia Finnigan,

Shaw Brothers Construction, Inc. cannot guarantee paving these projects in the fall of 2017 as stated in the RFP. All projects will be constructed in the spring of 2018, and completed by May 31, 2018.

Sincerely,

Jonathan E. Shaw
President

SHAW BROTHERS CONSTRUCTION, INC.

I, Peter S. Plumb, Clerk of SHAW BROTHERS CONSTRUCTION, INC. certify that the following named individuals hold the offices set forth opposite their respective names as of the date below:

President:	Jonathan E. Shaw
Treasurer:	Daniel H. Shaw
Vice-President:	Thomas B. Biegel
Clerk:	Peter S. Plumb

I further certify that the following are true and exact copies of resolutions of the Corporation's Board of Directors and that said resolutions have not been altered or amended to the date of this certificate:

VOTED: To authorize the President, Vice-President and Treasurer of SHAW BROTHERS CONSTRUCTION, INC., or any one of them, to make verbal and written bids on behalf of the Corporation for construction work of any type and nature, including but not limited to earth work, road work, sidewalk work, foundation work and all other manner of work which can be reasonably described as construction work to any organization, whether public or private, anywhere within the State of Maine, at any time, and to fill out, execute and sign on behalf of the Corporation any and all documents which may be required from time to time by the person or organization or governmental entity seeking the bid.

Dated: March 7, 2016

Peter S. Plumb, Clerk

State of Maine
Cumberland, ss.

March 7, 2016

Personally appeared before me the above-named Peter S. Plumb in his capacity as Clerk and made oath that the foregoing statements are made on personal knowledge and are true.

Notary Public
SHARON C. GIGGEY
A NOTARY PUBLIC OF MAINE
MY COMMISSION EXPIRES JULY 24, 2018

OGUNQUIT
Beautiful Place by the Sea

REQUEST FOR PROPOSALS
PAVING PROJECTS

Fiscal Year
July 1, 2017 – June 30, 2018

The Town of Ogunquit is seeking bids from qualified individuals and firms (Bidders) to provide/supply, haul, place and roll hot-mix asphalt on various streets, roads, sidewalks and parking lots. The hot mix asphalt shall be Hot Mix Asphalt (HMA) mix that meets Section 401 of the MDOT standard specifications.

SCHEDULED PROJECTS

Fire Department Entrances/Ramps:

1. Cottage Street Ramp is approximately 1,540 sq. ft. (+/-)
2. School Street Ramp is approximately 2,952 sq. ft. (+/-)
3. All existing pavement will be removed. A (3) three-inch packed ¾" asphalt base will then be applied followed by a (1 ½") one and one half-inch ½" mix asphalt finish layer.
4. All debris shall be removed upon completion of project.
5. Base coat to be completed in the fall 2017 with the top coat in the spring 2018.

Cottage Street:

1. Cottage Street is approximately 9,555 sq. ft. (+/-).
2. A (1 ½") one and one half-inch ½" mix asphalt overlay will then be applied.
3. All driveways shall be skirted.
4. All debris shall be removed upon completion of project.
5. Base coat to be completed in the fall 2017 with the top coat in the spring 2018.

Cottage Street Parking Lot:

1. Cottage Street Parking Lot is approximately 29,540 sq. ft. (+/-).
2. All existing pavement will be ground and compacted. A (2") two-inch packed ¾" asphalt base will then be applied followed by a (1") one-inch packed ½" mix asphalt finish layer.
3. All debris shall be removed upon completion of project.
4. Base coat to be completed in the fall 2017 with the top coat in the spring 2018.

Cottage Street Parking Lot Access Road:

1. Cottage Street Parking Lot Access Roads is approximately 9,792 sq. ft. (+/-).

2. All existing pavement will be ground and compacted. A (2") two-inch packed ¾" asphalt base will then be applied followed by a (1") one-inch packed ½" mix asphalt finish layer.
3. All debris shall be removed upon completion of project.
4. Base coat to be completed in the fall 2017 with the top coat in the spring 2018.

Dunaway Center/Fire Department Alley Road:

1. Dunaway Center/Fire Department Alley Road is approximately 6,370 sq. ft. (+/-).
2. All existing pavement will be removed and area compacted. A (2") two-inch packed ¾" asphalt base will then be applied followed by a (1") one-inch packed ½" mix asphalt finish layer.
3. All debris shall be removed upon completion of project.
4. Base coat to be completed in the fall 2017 with the top coat in the spring 2018.

Pre-bid Site Walk:

There will be a pre-bid site walk to review the project areas on **Friday, October 6, 2017 at 10:00am.** All interested parties will meet at the Dunaway Community Center, 23 School Street, Ogunquit, Maine.

Bidders may bid on all or part of the scheduled projects.

Contact for the project:

Stephen Shepard, Public Works Supervisor 289-8233

Bids will be received by the Town of Ogunquit at the Town Offices, 23 School Street, Ogunquit, Maine until **2:00PM** on **Tuesday, October 10, 2017** and then at said office publicly opened, and read aloud.

Each bid must be submitted in a sealed envelope, addressed to: ***Patricia Finnigan, Town Manager, Town of Ogunquit, P.O. Box 875, Ogunquit, Maine 03907*** or hand delivered to ***23 School Street, Ogunquit, Maine.*** The envelope containing the proposal must be plainly marked on the outside of the envelope as ***"RFP – Paving Projects"*** with the envelope bearing the name and address of the proposer. Telegraphic, facsimile or electronic (e-mail) proposals or modifications to proposals will not be considered.

General Specifications

1. All HMA provided by the Contractor shall be designed, tested and in accordance with the Maine DOT Standard Specifications unless otherwise specified by the Ogunquit Public Works Director.
2. Areas to be paved shall be free of sand, dirt, etc. and shall be swept clean as necessary.
3. Predetermined grades may be required to assure proper alignment and pitch from centerline, which should not be less than ¼" per foot (if applicable).
4. "Hot Top" shall be so applied as to correct and eliminate surface drainage problems (if applicable).

5. Outside temperature shall be 50°F or higher and old pavement surface shall be dry at all times during application.
6. All water gates (shut off valves) shall be adjusted to new pavement surface.
7. Kennebunk, Kennebunkport & Wells Water District and the Ogunquit Sewer District must be contacted prior to work being started by the contractor regarding their manhole covers.
8. All driveways, pathways and/or intersections shall be properly connected and improved as specified by the Ogunquit Public Works Director.
9. When new work is performed the contractor must provide, place and grade all loose materials. Cost must be included in bid if there is extra cost, unless otherwise agreed upon.
10. "Hot Top" shall be carried to the widest part of all old pavements unless otherwise specified by the Ogunquit Public Works Director.
11. Grinding butt ends by machine must be done to all roads and parking lots where old meets new before the surface coat, as well as being tacked at the same time, unless otherwise specified by the Ogunquit Public Works Director.
12. Material "Hot Top" shall be hot and rolled immediately.
13. Flag-men and traffic control shall be provided by the contractor at contractor's expense as required by the Town of Ogunquit. All work areas shall be properly and adequately signed to warn motorist of work ahead and to protect work crews.
14. The contractor shall comply with all CDL testing and licensing requirements by the law.
15. Certified weight slips are required for material verification at the time of payment or may be requested by the Ogunquit Public Works Director or monitored upon delivery of each load at the work site.

General Information:

Bid proposals accepted must be honored by the contractor through June 30, 2018.

Agreement:

The bid constitutes an offer from a Contractor. The Owner's acceptance of the offer, in whole or part within the time specified, by issuance of a "Contract Form".

Insurances:

The Contractor shall furnish, before starting work, the standard ***Certificate of Insurance*** showing that the Contractor carries, and agrees he/she will continue to carry during the term of this contract, as a minimum, coverage as follows:

a. **Worker's Compensation Insurance** in amounts required by Maine Law and **Employer's Liability Insurance**, as necessary, as required by Maine Law. In case any class of employees engaged in hazardous work under this agreement is not protected under the Worker's Compensation Act, the Contractor shall, at its own expense, provide for the protection of its employees not otherwise protected. In case work is sublet, the

Contractor shall require the Subcontractor similarly to provide coverage for its employees in accordance with Maine State Law.

b. **General Liability Insurance** with limits of liability for bodily injury in the amount of $1,000,000 for each occurrence and minimum limits of liability for property damage in the amounts of $1,000,000 for each occurrence for claims and damages that may arise from the errors, omissions or negligence of the Contractor or its Subcontractors, if any, in the performance of services under this agreement.

c. **Public Liability Insurance** in the amount of not less than $400,000 or such amount as is established by the Maine Tort Claims Act (14 M.R.S.A.§8101 et.seq.) as amended from time to time, combined single limit, to protect the Contractor, or any Subcontractor performing work covered by this agreement, and the Owner from claims and damages that may arise from operations under this agreement, whether such operations may be by Contractor or Subcontractor or by anyone directly or indirectly employed by them.

d. The **Certificate of Insurance** provided to the Owner shall confirm that the Owner has been named as an Additional Insured (except for Worker's Compensation) prior to the commencement of work.

Acceptance and Payment:

Final payment, constituting the entire unpaid balance for the contract sum, shall be paid by the Owner to the Contractor when the services have been completed.

Guarantee:

To the extent construction or materials are provided in the provision services, the Contractor and the Subcontractors, if any, shall guarantee their work against any defects in workmanship and materials for a period of one year from the date of the Owners written acceptance of this project, and agree to repair or replace at no cost or expense to the Owner all work, materials and fixtures at any time during said one-year period.

Ogunquit, ME

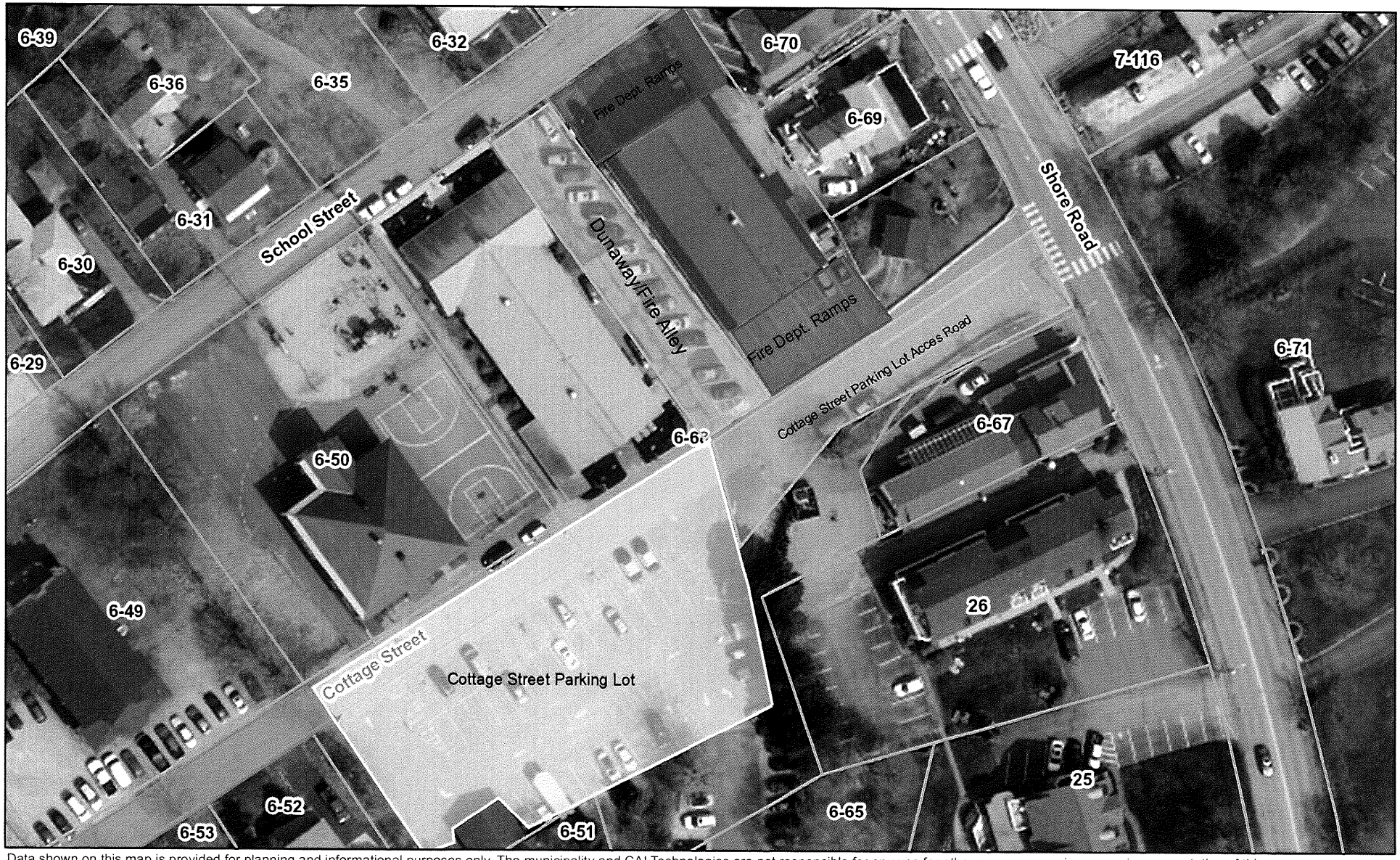
September 19, 2017

1 inch = 67 Feet

0 67 134 201

CAI Technologies

www.cai-tech.com



Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.

Ogunquit, ME

September 19, 2017

1 inch = 67 Feet

0 67 134 201

CAI Technologies

www.cai-tech.com

Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.

Town of Ogunquit
2017-2018 Paving Projects RFP
October 2017

Addendum #1

Fire Department Entrances/Ramps:

1. Base coat and top coat to be completed in the fall 2017 ~~with the top coat in the spring 2018.~~

Perkins Cove Railways RFP
Bid Results
10-06-2017

Bids were opened at 1:00pm on October 6, 2017 by Town Clerk, Christine Murphy. Also in attendance: Harbormaster Fred Mayo and Administrative Assistant to the Town Manager Cheryl Emery.

Four bids were received:

Millennium Granite, Wells, Maine	$38,046.29
Streamline, Wells, Maine	$52,058.00
Drake & Drake, Fayette, Maine	$59,800.00
Wyman & Simpson, Richmond, Maine	$71,400.00

Millennium Granite LLC

50 Quarry Road
Wells, ME 04090

Phone: (207) 646-8368
E-mail contact@millenniumgranite.com

Estimate

Date	Estimate #
10/2/2017	1058

Name / Address
Town of Ogunquit PO Box 875 Ogunquit, ME 03907

Terms	Project

Item	Description	Qty	Rate	Total
Custom Fabrication	Demo existing 125 lf concrete boat launch and remove debris. Grade and prep sub grade and tie new mat per plan. Install and provide new boat ramp rails and pour 12" concrete slab. (Per specs provided) NOTE: No Coffer dam or water control dam included in estimate. JOB: Perkins Cove Boat Railway, Ogunquit, ME	1	38,046.29	38,046.29

Total $38,046.29

Signature _____

SCM

Streamline Construction Management Group LLC.
416 Littlefield Rd
Wells, ME 04090
207-604-4154
streamlinecmg@gmail.com

Patricia Finnigan
Town Manager
PO BOX 875
Ogunquit, ME 03907

Dear Miss Finnigan,

Enclosed is our completed bid for the Perkins Cove Railway RFP, located in Perkins Cove in Ogunquit. The bid is inclusive of all items in the Request for Proposal and explained during the mandatory site walk. We can provide proof of all required insurances as outlined in the RFP.

We have also enclosed a spreadsheet breaking down the hard cost schedule of values required to complete this project. Any change orders made after the signing of the contract will be charged out on a cost plus basis, otherwise we agree to complete the project for the guaranteed maximum price as listed.

Thank you for reviewing our bid and we look forward to working for the Town of Ogunquit on this Project.

Sincerely,

Doug Gaines - Owner

HARDCOST SCHEDULE OF VALUES

Project Name: **Perkins Cove Railway- Town of Ogunquit**

A	B	C	D	E	F	G
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	THIS PERIOD	Previous Periods	% Complete	BALANCE TO FINISH
SITE & LANDSCAPING		**$52,058**	**$0**	**$0**	**0%**	**$52,058**
1	Steel	$11,758	$0	$0	0%	$11,758
2	Demo	$10,000	$0	$0	0%	$10,000
3	Concrete Slabs	$30,300	$0	$0	0%	$30,300
EXTERIOR BUILDING		$0	$0	$0		**$0**
4	Doors & Windows	$0	$0	$0		$0
5	Roofing	$0	$0	$0		$0
6	Trim & Siding	$0	$0	$0		$0
INTERIOR BUILDING		$0	$0	$0		**$0**
7	Plumbing & Fixtures	$0	$0	$0		$0
8	Electrical	$0	$0	$0		$0
9	Tile Work/Flooring	$0	$0	$0		$0
10	Bath Partitions/Doors	$0	$0	$0		$0
11	Lumber/Hardware	$0	$0	$0		$0
12	Paint (Interior & Exterior)	$0	$0	$0		$0
13	HVAC	$0	$0	$0		$0
CARPENTRY LABOR		**$0**	**$0**	**$0**		**$0**
14	Exterior	$0	$0	$0		$0
15	Interior	$0	$0	$0		$0
16	Drywall (Materials & Labor)	$0	$0	$0		$0
17	Insulation (Materials & Labor)	$0	$0	$0		$0
CM FEE		**$0**	**$0**	**$0**		**$0**
18	CM Fee	$0	$0	$0		$0
	Project Contract Total	**$52,058**	**$0**	**$0**	**0%**	**$52,058**

TOWN OF OGUNQUIT
CONTRACT FORM

Bid $ $52,058

Signed: [signature]

Printed Name: Douglas B Gaines

Title: President

Firm: Streamline Construction Management Group LLC.

Address: 416 Littlefield RD

Wells ME 04090.

Date: 10-5-17

Phone # 207-604-4154 Fax#

E-mail streamlineCMG@Gmail.com FID 81-3885516

TOWN OF OGUNQUIT
CONTRACT FORM

Bid $ 59,800.00

Signed: Tim Drake

Printed Name: Timmy Drake

Title: President

Firm: Drake & Drake Inc.

Address: 3386 Main st

Fayette, ME 04349

Date: Oct 5, 2017

Phone # 207 458 4874 Fax# 207 897 2000

E-mail drake_drake2017@outlook.com FID 82-0818939

TOWN OF OGUNQUIT
CONTRACT FORM

Bid $ 71,400.00 SEVENTY ONE THOUSAND FOUR HUNDRED DOLLARS AND ZERO CENTS.

Signed: Brent Chesley

Printed Name: BRENT CHESLEY

Title: V. P.

Firm: WYMAN + SIMPSON, INC.

Address: 910 MAIN ST P.O. BOX 40
RICHMOND, ME 04357

Date: 10/6/2017

Phone # 207-737-4471 Fax# 207-737-8565

E-mail BCHESLEY@WYMANANDSIMPSON.COM FID 01-0453855

Request for Proposals

NOTICE OF INVITATION TO BID

The Town of Ogunquit Maine will receive sealed bids for the "***Perkins Cove Railway Project***", 118 Perkins Cove Road, Ogunquit, Maine 03907.

The scope of the work included in the proposal is as follows:

1. Remove Existing Concrete and Rails.
2. Unload and set rails into place.
3. Concrete slab for Boat Ramp (10' x 125' x 12" thick).
4. 5000 PSI Cement with #6 Epoxy Coated Rebar.
5. Replace Railroad Tracks.

There will be a **mandatory** site walk on Tuesday, September 26, at 9:00am on site.

If any changes are made to this RFP, an addendum will be sent to all firms and companies on record as planning to submit a proposal.

All Requests for Information shall be in writing and addressed to:
harbormaster@townofogunquit.org

The RFP, any addendums that may be issued, Request for Information (RFI) and responses to questions raised will be posted to the Town of Ogunquit website at www.townofogunquit.org, under Bids and Announcements, ***Perkins Cove Railway RFP***. The Town will also prepare a bidders list of interested parties and their email addresses. Prospective bidders may send a request to be included on that bidder's list or a notice of intent to bid to admin@townofogunquit.org. All official communications concerning this RFP will be through postings to our website; therefore, prospective bidders are advised to regularly check the website

Sealed bids, in envelopes plainly marked "***Perkins Cove Railway RFP***" and addressed to Patricia Finnigan, Town Manager, PO Box 875, Ogunquit, Maine 03907 will be received until October 6, 2017 by 1:00 pm in the Town Manager's Office, at which time they will be publicly opened and read aloud.

The Town of Ogunquit reserves the right to reject any or all bids and to waive any formality or irregularity and to make the award of contract in the best interest of the Town of Ogunquit as the Owner.

Agreement

The bid constitutes an offer from a Contractor. The Owner's acceptance of the offer, in whole or part within the time specified, by issuance of a "Contract Form".

Insurances

The Contractor shall furnish, before starting work, the standard ***Certificate of Insurance*** showing that the Contractor carries, and agrees he/she will continue to carry during the term of this contract, as a minimum, coverage as follows:

a. **Worker's Compensation Insurance** in amounts required by Maine Law and **Employer's Liability Insurance**, as necessary, as required by Maine Law. In case any class of employees engaged in hazardous work under this agreement is not protected under the Worker's Compensation Act, the Contractor shall, at its own expense, provide for the protection of its employees not otherwise protected. In case work is sublet, the Contractor shall require the Subcontractor similarly to provide coverage for its employees in accordance with Maine State Law.

b. **General Liability Insurance** with limits of liability for bodily injury in the amount of $1,000,000 for each occurrence and minimum limits of liability for property damage in the amounts of $1,000,000 for each occurrence for claims and damages that may arise from the errors, omissions or negligence of the Contractor or its Subcontractors, if any, in the performance of services under this agreement.

c. **Public Liability Insurance** in the amount of not less than $400,000 or such amount as is established by the Maine Tort Claims Act (14 M.R.S.A.§8101 et.seq.) as amended from time to time, combined single limit, to protect the Contractor, or any Subcontractor performing work covered by this agreement, and the Owner from claims and damages that may arise from operations under this agreement, whether such operations may be by Contractor or Subcontractor or by anyone directly or indirectly employed by them.

d. The **Certificate of Insurance** provided to the Owner shall confirm that the Owner has been named as an Additional Insured (except for Worker's Compensation) prior to the commencement of work.

Acceptance and Payment

The Contractor shall furnish a completed W-9 prior to the commencement of work.

Final payment, constituting the entire unpaid balance for the contract sum, shall be paid by the Owner to the Contractor when the services have been completed.

Guarantee

To the extent construction or materials are provided in the provision services, the Contractor and the Subcontractors, if any, shall guarantee their work against any defects in workmanship and materials for a period of one year from the date of the Owners written acceptance of this project, and agree to repair or replace at no cost or expense to the Owner all work, materials and fixtures at any time during said one-year period.

To: Ogunquit Select Board
From: Pat Finnigan
Date: October 13, 2017

Re: Select Board/Town Committee Workshops

Town committees are vital to the community. Therefore, one of the Select Board's goals is to meet with members of each Town Committee, Board, and Commission to thank them for their work, discuss their mission and direction, and understand their membership and resource needs so the Select Board can support their work.

Background. The Charter states that the Select Board is responsible for setting the purpose (mandate) and direction of each Board and Committee. Many of the committee by-laws, purpose statement and membership levels were set long ago. Are they still appropriate or do they need to be updated?

Purpose of the Select Board-Committee Workshops. Discuss the purpose, programs, membership levels, and resource requirements of Town Committees and whether any changes are needed, do their mission statements need to be updated, and what support the committees need from the Select Board or Town staff. The Select Board wants to acknowledge and thank the members of the committees for their volunteer work which is critical to the operation of the Town of Ogunquit.

Workshop Agenda. At these meetings, the following topics will be discussed:

1) Chair responsibilities, members and terms
2) Current Description of committee purpose
3) Regular Meeting Schedule. Is it posted on web site?
4) Meeting minutes. Are they prepared regularly? Posted online?
5) Is information posted on the web kept current?
6) Priorities/Programs/budget (If you have a current workplan or goals, please submit prior to the workshop; one page maximum)
7) Committee by-laws and any suggestions for amendments
8) Committee Composition (voters, property owners, adjacent municipalities); optimal level? Skills sets that you need to attract to have a well-rounded committee? If you do not have alternates, do you want to add alternates?
9) Ideas for recruiting and retaining members
10) Resources needed from the Town and/or other Committees
11) Problems & Ideas
12) Select Board Liaison

We want these discussions to be productive and worthwhile for the Select Board and the committee members. We will schedule workshops during the next few months.