



City Council Special Meeting & Workshop
April 29, 2019
Agenda

5:30 City Council Special Meeting

Pledge of Allegiance

- I. Unfinished Business**
 - 1. Order 46-04242019**

Approving the new high school construction project and authorizing general obligation bonds and a tax levy therefor (State subsidy & local share). Public hearing and second reading.
 - 2. Order 47-04242019**

Authorizing additional costs for the new high school construction project and authorizing general obligation bonds and a tax levy therefor (local share). Public hearing and second reading.
- II. New Business**
 - 1. Order 48-04292019**

Approving the questions for a municipal referendum election with respect to the new high school construction project and general obligation bonds therefor.
- III. Executive Session – Economic development, pursuant to 1 M.R.S.A. sec. 405(6)(C).**
- IV. Adjournment**

City Council Workshop (*immediately following the meeting*)

- A. Budget Presentations
 - a. Recreation
 - b. School Department Proposed FY20 Budget
 - c. Joint Agencies
 - i. Airport
 - ii. Museum LA
 - iii. LATC
 - iv. LA 911



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: April 29, 2019

Orders: 46-04242019 and 47-04242019

Author: Sue Clements-Dallaire, City Clerk

Subject: Bond Orders on the Proposed New High School

Information:

During the 4/16/2019 Council workshop, there was discussion on the bonds and the referendum ballot for the new high school and whether the City Council felt that one question would be enough or, should there be one or more additional questions.

During the 4/22/2019 Joint workshop (City and School), Bond Council reviewed the bonding process, there was a review of the project budget, and discussion on the recommended Building Committee referendum question and whether Council would prefer one or more question(s) on the referendum ballot. In a straw poll vote, the majority of the City Council seemed to be in favor of the two-question option.

On 4/24/2019, a Joint Workshop & Meeting between the School Committee and City Council was held to discuss further. The School Committee voted to approve the referendum ballot language as presented. The City Council had the first reading and vote on the two proposed bond orders and both passed first reading.

On 4/29/2019, a public hearing, and the second and final reading will be held on the two bond orders.

City Budgetary Impacts: There will be a fundraising effort that would reduce the fiscal impact to the City. So the budgetary impact is still to be determined.

Staff Recommended Action: Motion to approve the bonds (second reading). Passage will require an affirmative vote of 5 Councilors.

Previous Meetings and History: There have been several workshop discussions on the proposed new high school and the subject of the ballot was discussed at the 4/16/2019 Council workshop, and again at the 4/22/2019 workshop and 4/24/2019 Joint Council/School Committee workshop and meeting. Council voted in favor of both bonds (first reading) on 4/24/2019.

City Manager Comments:

I concur with the recommendation.

Signature:

A handwritten signature in blue ink that reads "Peter J. Cuddeback".

Attachments: Orders 46-04242019 and 47-04242019



Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
Andrew D. Titus, Ward Three
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Sr. Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

IN CITY COUNCIL

ORDER 46-04242019

ORDER – APPROVING NEW HIGH SCHOOL CONSTRUCTION PROJECT AND AUTHORIZING \$111,458,578 OF GENERAL OBLIGATION BONDS AND A TAX LEVY THEREFOR

Be It Ordered by the Auburn City Council, following a public hearing duly called and held as required by Article 8, Section 8.13 of the Auburn City Charter:

THAT there be and hereby is authorized (a) construction and equipping of a new high school and regional technical center located at the current high school location (the “New High School Project”) at a cost not to exceed \$111,458,578, and (b) issuance of the City’s general obligation bonds, and notes in anticipation thereof, in the principal amount not to exceed \$111,458,578 (which amount includes local only bonds in an amount not to exceed \$5,559,728 and bonds approved for State debt service subsidy support in an amount not to exceed \$105,898,850), which may be sold at or above par, the sale proceeds of which, together with investment earnings, other capital improvement funds, donations and grants, are appropriated to finance the costs of the New High School Project (including costs of issuance and capitalized interest).

Be It Further Ordered by the Auburn City Council:

THAT the bonds and notes authorized hereunder shall be signed by the City’s Finance Director and its Treasurer, attested by the City Clerk under the seal of the City. A tax levy is hereby provided for each fiscal year that the bonds authorized hereunder remain outstanding to meet the annual installments of principal and interest as may accrue in each respective year. The bonds and notes may be issued at one time or from time to time, either singly or in series, and the authority and discretion to fix method of sale, issue date, maturities, denominations, interest rate, place of payment, form and other details of said bonds and notes, and to take all other actions and to sign and deliver all other documents, certificates and agreements in order to provide for the sale thereof is hereby delegated to the City’s Finance Director.

THAT the bonds and notes authorized hereunder may be made subject to call for redemption, either with or without premium, on such terms as may be determined by the Finance Director.

THAT the authority and discretion to designate the bond or notes authorized hereunder, or a portion thereof, as qualified tax-exempt obligations under Section 265 of the Internal Revenue Code of 1986, as amended, is hereby delegated to the Finance Director.

Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
Andrew D. Titus, Ward Three
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Sr. Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

THAT the City's Finance Director, Treasurer, Clerk, and other proper officials of the City be, and hereby are, authorized and empowered in its name and on its behalf to do or cause to be done all such acts and things, and to execute, deliver, file, approve, and record all financing documents, contracts, agreements, certificates, preliminary and final official statements, tax certificates and other documents as may be necessary or advisable, with the advice of counsel for the City, to carry out the provisions of this order and the issuance of the bonds as may be necessary or desirable.

THAT if the Finance Director, Treasurer, or Clerk are for any reason unavailable to approve and execute the bonds or any related financing documents, the person or persons then acting in any such capacity, whether as an assistant, a deputy, or otherwise, is authorized to act for such official with the same force and effect as if such official had himself or herself performed such act.

THAT this order is a declaration of official intent pursuant to Treas. Reg. § 1.150-2 and shall be kept available for public inspection during reasonable business hours at the office of the City Clerk.

THAT the bonds and notes authorized hereby are conditioned upon and made subject to an approving vote of the voters of the City.

A Public Notice describing the general purpose of the borrowing and the terms thereof and the times and places where copies of the bond proposal were available for inspection by the public was published on or before April 15, 2019, in the Lewiston Sun-Journal, a daily newspaper published in the City of Auburn and in Androscoggin County.

A public hearing was held on April 29, 2019.

Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
Andrew D. Titus, Ward Three
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Sr. Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

IN CITY COUNCIL

ORDER 47-04242019

ORDER – AUTHORIZING ADDITIONAL COSTS OF NEW HIGH SCHOOL CONSTRUCTION PROJECT AND AUTHORIZING \$8,972,346 OF GENERAL OBLIGATION BONDS AND A TAX LEVY THEREFOR

Be It Ordered by the Auburn City Council, following a public hearing duly called and held as required by Article 8, Section 8.13 of the Auburn City Charter:

THAT there be and hereby is authorized (a) additional costs of the New High School Project (approved by City Council Order #46-04242019) for upgrades / expansion of a performing arts center, an athletic stadium, additional parking, a second turf field, landscaping and site furnishings and additional space in the amount of \$10,557,764, and (b) issuance of the City's general obligation bonds, and notes in anticipation thereof, in the principal amount not to exceed \$8,972,346 (local only bonds), which may be sold at or above par, the sale proceeds of which, together with investment earnings, up to \$1,585,418 of other School Department capital improvement funds, grants and donations, are appropriated to finance such additional costs of the New High School Project (including costs of issuance and capitalized interest).

Be It Further Ordered by the Auburn City Council:

THAT the bonds and notes authorized hereunder shall be signed by the City's Finance Director and its Treasurer, attested by the City Clerk under the seal of the City. A tax levy is hereby provided for each fiscal year that the bonds authorized hereunder remain outstanding to meet the annual installments of principal and interest as may accrue in each respective year. The bonds and notes may be issued at one time or from time to time, either singly or in series, and the authority and discretion to fix method of sale, issue date, maturities, denominations, interest rate, place of payment, form and other details of said bonds and notes, and to take all other actions and to sign and deliver all other documents, certificates and agreements in order to provide for the sale thereof is hereby delegated to the City's Finance Director.

THAT the bonds and notes authorized hereunder may be made subject to call for redemption, either with or without premium, on such terms as may be determined by the Finance Director.

THAT the authority and discretion to designate the bond or notes authorized hereunder, or a portion thereof, as qualified tax-exempt obligations under Section 265 of the Internal Revenue Code of 1986, as amended, is hereby delegated to the Finance Director.

Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
Andrew D. Titus, Ward Three
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Sr. Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

THAT the City's Finance Director, Treasurer, Clerk, and other proper officials of the City be, and hereby are, authorized and empowered in its name and on its behalf to do or cause to be done all such acts and things, and to execute, deliver, file, approve, and record all financing documents, contracts, agreements, certificates, preliminary and final official statements, tax certificates and other documents as may be necessary or advisable, with the advice of counsel for the City, to carry out the provisions of this order and the issuance of the bonds as may be necessary or desirable.

THAT if the Finance Director, Treasurer, or Clerk are for any reason unavailable to approve and execute the bonds or any related financing documents, the person or persons then acting in any such capacity, whether as an assistant, a deputy, or otherwise, is authorized to act for such official with the same force and effect as if such official had himself or herself performed such act.

THAT this order is a declaration of official intent pursuant to Treas. Reg. § 1.150-2 and shall be kept available for public inspection during reasonable business hours at the office of the City Clerk.

THAT the bonds and notes authorized hereby are conditioned upon and made subject to an approving vote of the voters of the City.

A Public Notice describing the general purpose of the borrowing and the terms thereof and the times and places where copies of the bond proposal were available for inspection by the public was published on or before April 15, 2019, in the Lewiston Sun-Journal, a daily newspaper published in the City of Auburn and in Androscoggin County.

A public hearing was held on April 29, 2019.



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: April 29, 2019

Order: 48-04292019

Author: Sue Clements-Dallaire, City Clerk

Subject: Special Municipal Referendum Ballot on the Proposed New High School

Information:

During the 4/16/2019 Council workshop, there was discussion on the referendum ballot for the new high school and whether the City Council felt that one question would be enough or, should there be one or more additional questions.

During the 4/22/2019 Joint workshop (City and School), Bond Council reviewed the bonding process, there was a review of the project budget, and discussion on the recommended Building Committee referendum question and whether Council would prefer one or more question(s) on the referendum ballot. In a straw poll vote, the majority of the City Council seemed to be in favor of the two-question option.

A joint meeting of the City Council and School Committee was held on Monday, 4/24/2019 to discuss the bonds and ballot questions. The School Committee voted unanimously to approve the ballot language as presented at the 4/24/2019 meeting.

City Budgetary Impacts: There will be a fundraising effort that would reduce the fiscal impact to the City. So the budgetary impact is still to be determined.

Staff Recommended Action: Motion to approve the questions for a municipal referendum election with respect to the new high school construction project and general obligation bonds therefor, as presented.

Previous Meetings and History: There have been several workshop discussions on the proposed new high school and the subject of the ballot was discussed at the 4/16/2019 Council workshop, and at the 4/22/2019 and 4/24/2019 joint workshops.

City Manager Comments:

I concur with the recommendation.

Signature:

A handwritten signature in blue ink that reads "Peter J. Cusick".



Attachments: Order 48-04292019 with the proposed language for the referendum ballot.

Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
Andrew D. Titus, Ward Three
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

IN CITY COUNCIL

ORDER 48-04292019

ORDER – APPROVING QUESTIONS FOR MUNICIPAL REFERENDUM ELECTION WITH RESPECT TO NEW HIGH SCHOOL CONSTRUCTION PROJECT AND GENERAL OBLIGATION BONDS THEREFOR

Be It Ordered by the Auburn City Council that the questions in substantially the following form and with substantially the following summary descriptions be approved and submitted to the voters of the City of Auburn to consider at a municipal referendum election:

Question 1. Shall the City of Auburn approve City Council Order #46-04242019 and (a) authorize the construction and equipping of a new high school and regional technical center located at the current high school location (the “Base High School Project”) at a cost not to exceed \$111,458,578, and (b) authorize general obligation bonds (which may be callable) for that purpose in the principal amount not to exceed \$111,458,578 (which amount includes local only bonds in an amount not to exceed \$5,559,728 and bonds approved for State debt service subsidy support in an amount not to exceed \$105,898,850), the sale proceeds of which, together with investment earnings and other grants and donations*, if any, are appropriated to finance the costs of the Base High School Project (including costs of issuance and capitalized interest)?

** Additional grants and donations will be used to reduce the amount of or to pay debt service on the local only Bonds.*

Base High School Project Description: The Base High School Project shall include construction of a new high school and regional technical center, including grass athletic fields, vehicular and pedestrian areas. The Base High School Project will include areas funded by the State of Maine Department of Education as well as areas funded at local expense. The local expense items are anticipated to include, increased gymnasium area, interior features, geothermal climate control, additional local space, mechanical system improvements, portions of equipment, and other Base High School Project costs as determined by the State of Maine.

Question 2. If the Base High School Project in Question 1 above is approved, shall the City of Auburn approve City Council Order #47-04242019 and (a) authorize additional costs as part of that project (the “Supplemental Project”) for upgrades / expansion of a performing arts center, an athletic stadium, additional parking, a second turf field, landscaping and site furnishings and additional space, in an amount not to exceed \$10,557,764, and (b) authorize general obligation bonds (which may be callable) for that purpose in the principal amount not to exceed \$8,972,346 (local only bonds), the sale proceeds of which, together with investment earnings, up to \$1,585,418 of other School Department capital improvement funds, grants and donations**, are appropriated

Holly C. Lasagna, Ward One
Robert P. Hayes, Ward Two
Andrew D. Titus, Ward Three
Alfreda M. Fournier, Ward Four



Leroy G. Walker, Ward Five
Belinda A. Gerry, At Large
David C. Young, At Large

Jason J. Levesque, Mayor

to finance such additional costs of the New High School Project (including costs of issuance and capitalized interest)?

*** Additional grants and donations above the listed amount will be used to reduce the amount of or to pay debt service on the local only Bonds, or to pay additional costs of a second turf field.*

Supplemental Project Description: The Base High School Project and the Supplemental Project, if approved, shall be a single project. The Supplemental Project will include an upgrade / expansion of the performing arts center from a 367 seat facility to a 1,200 seat facility, which will include a larger stage, improved lighting / sound systems, and expanded tech shop, dressing rooms, storage and concession areas, an athletic stadium with artificial turf, lighting, grandstands / press box, a 6-8 lane track and a concession building / restroom facility, 215 additional parking spaces, a second turf field, landscaping and site furnishings and additional building space.

Be It Further Ordered by the Auburn City Council that the ballot shall contain the additional information required by Title 20-A and Title 30-A.



City of Auburn
City Council Information Sheet

Council Workshop or Meeting Date: April 29, 2019

Subject: Executive Session

Information: Economic development, pursuant to 1 M.R.S.A. Section 405(6) (C).

Executive Session: On occasion, the City Council discusses matters which are required or allowed by State law to be considered in executive session. Executive sessions are not open to the public. The matters that are discussed in executive session are required to be kept confidential until they become a matter of public discussion. In order to go into executive session, a Councilor must make a motion in public. The motion must be recorded, and 3/5 of the members of the Council must vote to go into executive session. An executive session is not required to be scheduled in advance as an agenda item, although when it is known at the time that the agenda is finalized, it will be listed on the agenda. The only topics which may be discussed in executive session are those that fall within one of the categories set forth in Title 1 M.R.S.A. Section 405(6). Those applicable to municipal government are:

A. Discussion or consideration of the employment, appointment, assignment, duties, promotion, demotion, compensation, evaluation, disciplining, resignation or dismissal of an individual or group of public officials, appointees or employees of the body or agency or the investigation or hearing of charges or complaints against a person or persons subject to the following conditions:

- (1) An executive session may be held only if public discussion could be reasonably expected to cause damage to the individual's reputation or the individual's right to privacy would be violated;
 - (2) Any person charged or investigated must be permitted to be present at an executive session if that person so desires;
 - (3) Any person charged or investigated may request in writing that the investigation or hearing of charges or complaints against that person be conducted in open session. A request, if made to the agency, must be honored; and
 - (4) Any person bringing charges, complaints or allegations of misconduct against the individual under discussion must be permitted to be present.
- This paragraph does not apply to discussion of a budget or budget proposal;

B. Discussion or consideration by a school board of suspension or expulsion of a public school student or a student at a private school, the cost of whose education is paid from public funds, as long as:

- (1) The student and legal counsel and, if the student is a minor, the student's parents or legal guardians are permitted to be present at an executive session if the student, parents or guardians so desire;

C. Discussion or consideration of the condition, acquisition or the use of real or personal property permanently attached to real property or interests therein or disposition of publicly held property or economic development only if premature disclosures of the information would prejudice the competitive or bargaining position of the body or agency;

D. Discussion of labor contracts and proposals and meetings between a public agency and its negotiators. The parties must be named before the body or agency may go into executive session. Negotiations between the representatives of a public employer and public employees may be open to the public if both parties agree to conduct negotiations in open sessions;

E. Consultations between a body or agency and its attorney concerning the legal rights and duties of the body or agency, pending or contemplated litigation, settlement offers and matters where the duties of the public body's or agency's counsel to the attorney's client pursuant to the code of professional responsibility clearly conflict with this subchapter or where premature general public knowledge would clearly place the State, municipality or other public agency or person at a substantial disadvantage;

F. Discussions of information contained in records made, maintained or received by a body or agency when access by the general public to those records is prohibited by statute;

G. Discussion or approval of the content of examinations administered by a body or agency for licensing, permitting or employment purposes; consultation between a body or agency and any entity that provides examination services to that body or agency regarding the content of an examination; and review of examinations with the person examined; and

H. Consultations between municipal officers and a code enforcement officer representing the municipality pursuant to Title 30-A, section 4452, subsection 1, paragraph C in the prosecution of an enforcement matter pending in District Court when the consultation relates to that pending enforcement matter.



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: April 29, 2019

Author: Sue Clements-Dallaire, City Clerk

Subject: FY 20 Budget Presentations

Information: There will be a brief presentation of the proposed FY 20 operations and Capital Improvement Plan budgets on the following departments:

- a. Recreation
- b. School Department
- c. Joint Services
 - i. Airport
 - ii. Museum LA
 - iii. LATC
 - iv. LA 911

City Budgetary Impacts: To be determined.

Staff Recommended Action: After each presentation, staff will be available for questions and discussion.

Previous Meetings and History: Annual review and discussion.

City Manager Comments:

I concur with the recommendation.

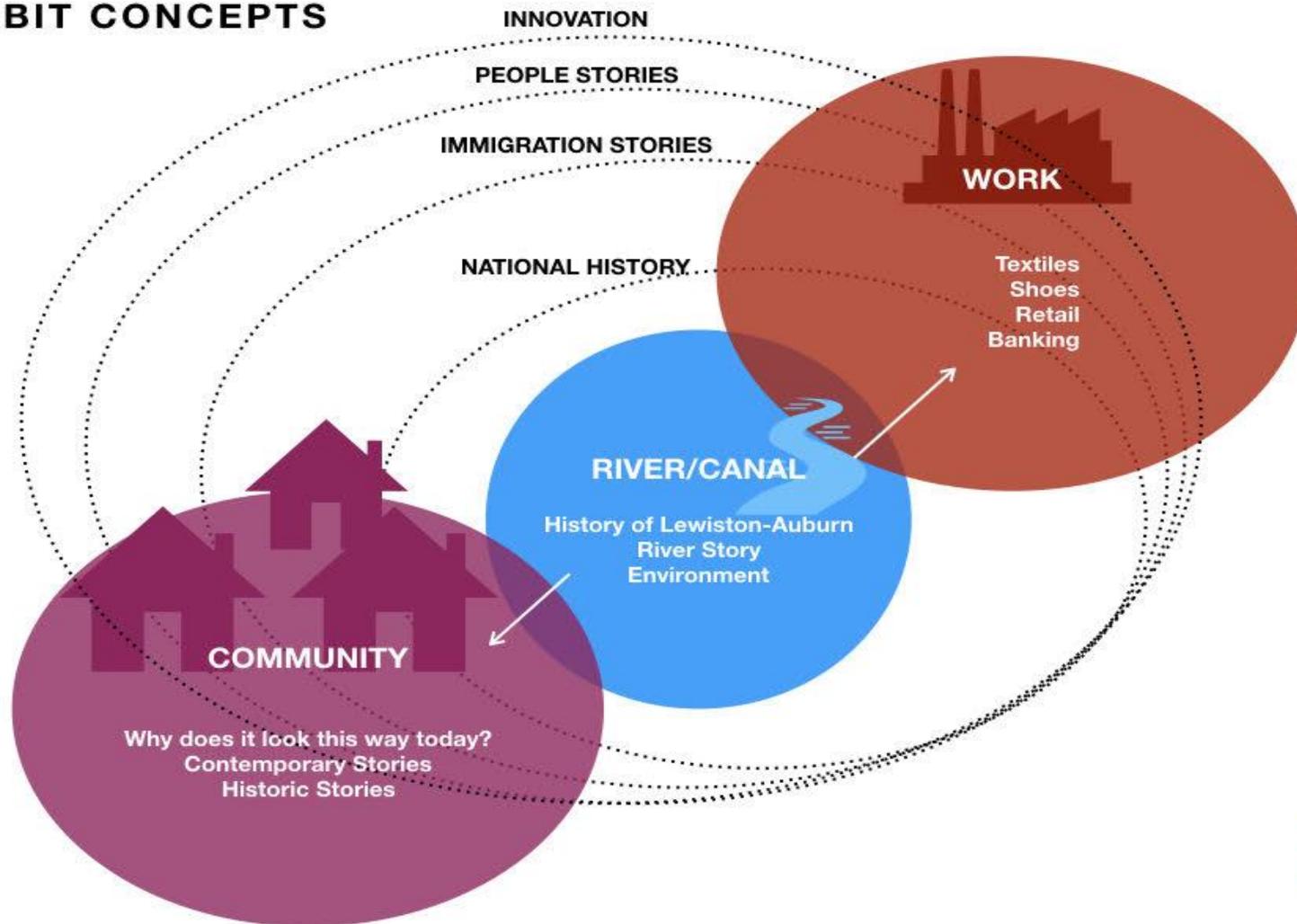
Signature:

A handwritten signature in blue ink that reads "Peter J. Cusick".

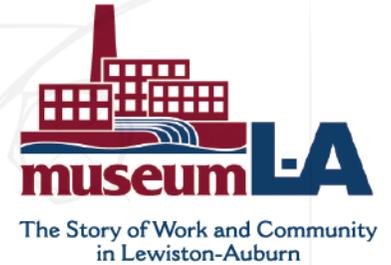
Attachments:

Day/Date	Time	School/Tour Group	Purpose/Needs	# Visitors
Thursday, January 10, 2019	1:30-2:30	Bates College French Class Visit	Wants to specifically tour the Beau-Frog exhibit	15 students
Friday, January 11, 2019	2:30 - 4:00pm	State - Educate Maine	Learn about area and Museum	26 teachers
Tuesday, January 15, 2019	1:00 - 4:00 pm	Edward Little High School	Kids As Curators Exhibit installation	35 students
Wednesday, January 16, 2019	5:00 - 8:00 pm	Edward Little High School	Kids As Curators Exhibit Opening	65 attendees
Tuesday, January 29, 2019	12:00 - 1:00 pm	Gray/New Gloucester School	Visit/Tour (1 hour)	40 students
Friday, February 01, 2019	9:15 - 10:00 am	McMahon Elementary School	Intro to Kids as Curators project, tour of exhibits, and immigration activity	40 students
Friday, February 01, 2019	11:15 - 12:00 pm	McMahon Elementary School	Intro to Kids as Curators project, tour of exhibits, and immigration activity	60 students
Wednesday, February 6, 2019	9:40am-10:30am 10:35 - 11:30am Baxter	Longley Pilot School	Bates influence, repurposing of mills, future of organization & revitalization of downtowns	11 students
Thursday, February 7, 2019	1:25-2:15	Bates College	Museum Tour	13 students
Saturday, February 09, 2019	12:00 - 1:00 pm	Bates College	1 hour; Theme: People & Place and How They Identify with Place	15 students
Tuesday, February 12, 2019	9:00 am - 12:00 pm	Lewiston Middle School Olympic Team	1 hour; 1/2 at Islamic Center, 1/2 at Museum then switch to second group	130 students
Thursday, February 14, 2019	12:00 - 1:30 pm	Acadia Academy	3rd graders - Museum Tour	34 students
Tuesday, February 26, 2019	8:30am - 12:00pm	Lewiston Middle School Olympic Team	1 hour per group; 3 groups. Museum tour & activity. Theme: Immigration.	134 students
Wednesday, February 27, 2019	9:00 - 11:00 am	McMahon Elementary School	Kids as Curators Installation	100 students
Wednesday, February 27, 2019	9:15 - 11:00 am	Martel School	3rd graders	38 students; 6 chaperones
Wednesday, February 27, 2019	5:30 - 7:30 pm	McMahon Elementary School	Kids as Curators Exhibit Opening	80+ attendees
Friday, March 08, 2019	9:00am - 3:00pm	National History Day-Regional Competition	Museum L-A hosted student exhibits & documentaries	400+
Wednesday, March 13, 2019	9:30-12:00	Longley Pilot	Bates influence, repurposing of mills, future of organization & revitalization of downtowns	12 students
Tuesday, March 26, 2019	10:00am-12:00pm	Colby College	History tour	10 students
Tuesday, April 2, 2019	9:00am - 11:00am	Lincoln Academy-Newcastle	History tour-learning about Lewiston/Auburn	20 students - international
Thursday, April 4, 2019	1:00 - 3:00 pm	Osher Library-Portland	Speak about L/A & Museum	32 Students
Friday, April 05, 2019	11:00 - 12:30 pm	USM/LA - Museum Course	General Museum Tour & Behind the Scenes of Collections/Curation	16 students
Weds., April 17, 2019	7-8pm	Amer. Asso. Of Univ. Women	Brunswick Library-About L/A & Museum	32
Wednesday, April 24, 2019	8:30 - 9:30 am	AARP Meeting	Lewiston-About L-A & Museum	31
Saturdays starting April 13 - June 1, 2019 (8 sessions)	10:30 am - 12:30 pm	Senior Poetry Workshop	Workshop to teach seniors how to write and recite poetry with teaching artist Martin Steingesser	10 students (weekly- 8 weeks)

EXHIBIT CONCEPTS



Project Overview



Invest in the future of our community!

The Board and staff of Museum L-A have enthusiastically embraced this landmark project and have enlisted the advice and support from experts and business leaders in the area. Together, with the broad support of the community, we will be investing in the future for children and families in Maine while honoring our ancestors.

Campaign Investment and Campaign Summary:

	<u>Phase 1</u>	<u>Phase 2</u>	<u>Total</u>
	23,000 sf	10,000 sf	33,000sf
Construction			
Renovation, New Construction, Site Work-			
Includes parking, site utilities & landscaping	\$6,000,000	\$2,300,000	\$8,300,000
Exhibits (Permanent)	\$600,000	\$300,000	\$900,000
Architecture & Engineering	\$550,000	\$250,000	\$800,000
Furniture, Furnishings & Equipment	\$300,000	\$100,000	\$400,000
Initial Startup Costs	\$400,000	\$200,000	\$600,000
Cost of Campaign	\$300,000	\$200,000	\$500,000
Contingency	\$800,000	\$330,000	\$1,130,000
Total Building Project Costs	\$8,950,000	\$3,680,000	\$12,630,000

Endowment Funds	\$2,000,000	\$3,000,000	\$5,000,000
------------------------	-------------	-------------	-------------

Endowment Funds contributions will be preserved in perpetuity to provide interest income to sustain Museum L-A.

MUSEUM L-A, BOARD OF DIRECTORS

35 Canal Street, Box A7, Lewiston, Maine

Tel: 207-333-3881; Fax: 207-376-3353

Elliott Epstein – Founder - Auburn
Attorney
9 Cushman Place
Auburn, Maine 04210

207-783-9462 (Home)

207-577-1510 (Cell)

epsteinel@yahoo.com

Term: 98, 01, 04, 06, 09, 12, 15, 18, 21

Christine Bosse - Sabattus
Bangor Savings Bank
882 Lisbon St., Lewiston, ME 04240
207-782-2133

207-944-6965 (cell)

Christine.bosse@bangor.com

Term: 13, 16, 19, 22

Kevin Callahan - Auburn
Art Preparator-Kimball Street Studios
Lisbon St., Lewiston, ME 04240
207-415-3541 (cell)

kevin@kimballstreetstudios.com

Term: 09, 12, 15, 18, 21

OFFICERS:

Margaret Craven-Lewiston Chair
State Representative-Maine
41 Russell Street, Lewiston, Maine 04240
207-783-1897

Margaret.m.craven@gmail.com

Term: 16, 19, 22

John Camelio - Falmouth
Strategic Project Manager – L.L.Bean
348 Woodville Road
Falmouth, Maine 04105

207-274-0593

jcamelio@llbean.com

Term: 20

Mark Tanous Vice-Chair
Auburn Concrete
P.O. Box 1747
Auburn, Maine 04211-1747

207-312-4567

207-771-7100

Mark@auburnconcrete.com

Term: 19, 22

Gene Clough - Lewiston
Retired – Bates College
21 Nichols St., Lewiston, ME 04240
207-783-2453 (home)

gclough@bates.edu

Term: 01, 04, 06, 09, 12, 15, 18, 20

Roland Poirier - Lewiston Treasurer
1 Manning Ave
Lewiston, Maine 04240
207-784-4462

207-233-6950

rlpoirier@icloud.com

Term: 22

George Gendron - Lewiston
Gendron's Seafood
1290 Lisbon Street, Lewiston, ME 04240
207-784-2646

207-577-0946

gendronsseafood@myfairpoint.net

Steve Huber - Turner Secretary
Huber Associates, PA
637 Minot Ave., Auburn, ME 04210 (Work)
207-783-3393

212-8742

shuber@huberpt.com

Term: 17, 20

Term: 12, 15, 18, 21

Edouard G. Plourde - Lewiston
Retired – Finance, Bates College
25 Coburn Street
Lewiston, Maine 04240-6611
207-782-0194
207-312-2883
eplourdeme@myfairpoint.net
Term: 2023

Jack Samson – Bowdoinham
Vice President of Fulfillment and Manufacturing
L.L. Bean, 15 Casco Street, Freeport, ME 04033
207-552-4942
207-841-3204 (cell)
jsamson@llbean.com
Term: 14, 17, 20

Gerald Patrick Walsh - Lewiston
Adjunct Faculty, Central Maine Community College
2 Swale Lane
Lewiston, Maine 04240
570-687-4586
Gerald.walsh@vcfa.edu
Term: 2023

Rachel Desgrosseilliers, Founding Executive Director, Ex Officio
207-240-6429 (Cell)

April 16, 2019



Lewiston-Auburn Transit Committee Budget Presentation FY2020



COMMITTEE MEMBERS

Lewiston

Denis D'Auteuil, Deputy City Administrator, Chair

Joline Beam, City Councilor

Lucy Bisson, Citizen

Auburn

Peter Crichton, City Manager, Vice-Chair

Jody Durisko, Executive Assistant

Belinda Gerry, City Councilor

Chad Roberts, Citizen



MEMORANDUM

TO: Mayor Jason Levesque and Auburn City Council Mayor Kristen Cloutier and Lewiston City Council
City Manager Peter Crichton City Administrator Ed Barrett
Director of Finance Jill Eastman Finance Director Heather Hunter

FR: Lewiston-Auburn Transit Committee

RE: FY 2020 Budget

The Lewiston-Auburn Transit Committee's (LATC) FY 2020 budget packet provides two budget scenarios for FY 2020 – the cost to maintain the current level of service and the cost to restore citylink to its 2016 service level or “full service.” In addition, a full service budget is provided for FY 2021 to show the future cost impact for service should the cities support funding the full service option for FY 2020. The significant increase to the local share is primarily due to a reduction in federal STIC funding (Small Transit Intensive Cities), along with increased service costs. Lewiston and Auburn has always funded citylink at the minimum amount required to match federal funds. With the loss of federal funding the impact is passed on to the municipalities.

In FY 2017, the City of Auburn reduced funding for citylink. The reduction in funding forced LATC to eliminate one bus from service, the equivalent of 12 hours of service per day. The cut in service has resulted in loss of service, long transfer times between buses, loss in ridership and loss in fare box revenue. The reduction in service has also made it impossible for the Lewiston/Auburn urbanized area to qualify for one STIC funding category which is based on vehicle revenue hours per capita. LATC eliminated approximately 3,048 vehicle revenue hours when it took one bus out of service. The L/A urbanized area was 1/100th of a point from qualifying for STIC funding. For FY 2019, this is a loss of \$261,911 in federal STIC funding. STIC funding is calculated on two year old data. In order for L/A to regain STIC status, the cities will need to increase local funding to support at a minimum the full service budget options for two years. STIC awards are based on a national average. There is no guarantee that the average won't change and there is no guarantee that Congress will continue funding the STIC program.

citylink AND ADA SERVICES

The Lewiston-Auburn Transit Committee (LATC), owners of the **citylink** bus system, has contracted with Western Maine Transportation Services, Inc. (WMTS), for operations and vehicle maintenance of the fixed route system and for operations of the ADA Complementary Paratransit Service since 2002. In FY2017, LATC and WMTS agreed to a one-year contract extension for FY 2020, October 1, 2019-September 30, 2020.

LATC owns the 11 buses used to provide **citylink** service, as well as, a bus station in Lewiston (2003) and a second bus station in Auburn (2016). LATC will be receiving four (4) new Gillig transit buses in May 2019. The new buses will allow for LATC to reduce its overall fleet size to 10 and to replace three (3) buses that have exceeded their useful life.

Hours of Operation:

citylink and the ADA Complementary Paratransit service operates Monday through Friday between 6:00 AM to 6:15 PM and a limited Saturday schedule between 9:15 AM to 5:15 PM.



Level of Service:

During weekdays **citylink** operates nine (9) bus routes with buses departing every 60 and 30 minutes. **citylink's** Saturday service consists of seven (7) bus routes with buses departing every two (2) hours (Main Street, Sabattus Street, Lisbon Street and New Auburn), 60 minutes (Auburn Malls and College Street) and 30 minutes (Mall Shuttle).

ADA Complementary Paratransit Service:

citylink's ADA (Americans with Disabilities Act) Complementary Paratransit Service runs the same days and hours as the fixed route, serving a ¾ mile radius area along each fixed bus route. The ADA service is for eligible individuals with disabilities that have trip origins and destinations in the ADA service area. All operators of fixed route systems are required by law to provide ADA Complementary Paratransit service.

TRANSIT RIDERSHIP

In 2016, **citylink** recorded its second highest ridership. Ridership had been increasing over the past decade as LATC implemented system improvements that resulted in a more viable transit system. Since funding was cut in 2017, ridership has been declining. The reduced funding resulted in eliminating one bus which has left significant gaps in **citylink's** service, increased passenger travel times, and increased the number of transfers between buses. Though hours of service were eliminated from Auburn bus routes, the loss of service does affect the entire system. Ridership has declined 23% since 2016. The New Auburn, Malls Shuttle and Downtown Shuttle routes all saw the most significant loss in ridership; however, not all of the loss can be attributed to the reduction in service. LATC instituted a fare on the Downtown Shuttle in 2018 which may have eliminated unnecessary trips.

ROUTE	Percent Change in Ridership from 2016 to 2018
Main Street	-6.97%
Sabattus Street	-16.9%
Lisbon Street	-2.3%
New Auburn	-42.95%
Minot Avenue	-13.59%
College Street	-8.76%
Auburn Malls	-4.99%
Mall Shuttle	-23.53%
Downtown Shuttle	-30.4%

FY 2020 BUDGET HIGHLIGHTS

- LATC negotiated a one-year contract extension with WMTS for FY 2020 Status Quo service level.
- A new expense line has been added, Equipment Maintenance, for the annual inspection of the large vehicle lift.
- Fuel decreased from \$2.35/gallon to \$2.31/gallon (fuel is purchased from the City of Lewiston).
- Bus station expenses increased \$2,000 for Janitorial to reflect the current 2019 contract price and Supplies decreased \$500 due to the public restrooms being closed at the Lewiston bus station.
- FY 2020 Full Service proposal is based on 3 months at Status Quo levels and 9 months of Full Service beginning January 2, 2020.

COMPARISON BETWEEN FY 2020 STATUS QUO BUDGET AND FULL SERVICE BUDGET PROPOSALS		
	FY 2020 Status Quo	FY 2020 Full Service
Service Contract	2.9% Increase	19.8% Increase
Requested Local Share per Community		
Auburn	\$217,569	\$336,338
Lewiston	\$280,301	\$336,338
Percent Share of Local Match		
Auburn	43.7%	50%
Lewiston	56.3%	50%
Local Share Increase per Community		
Auburn	9.25%	68.90%
Lewiston	9.25%	31.10%
Hours of Service per Weekday		
Auburn	68.75	84.25
Lewiston	21.00	36.00
Lewiston	36.75	36.75
Lewiston-Auburn	11.00	11.50
Fuel	53,000 gallons	65,000 gallons

Service Level Comparison Hours of Service per Day by Route				
	2016	Current Level Of Service	Proposed Full Service	+/- 2016 vs Proposed Full Service
AUBURN				
New Auburn	12.0	5.0	12.5	+ 0.5
Minot Avenue	5.5	5.0	6.0	+ 0.5
Mall Shuttle	11.0	6.0	11.5	+ 0.5
Auburn Malls	5.0	5.0	6.0	+ 1.0
Sub-Total	33.5	21.0	36.0	+ 2.5
LEWISTON				
Main Street	12.25	12.25	12.25	
Sabattus Street	12.25	12.25	12.25	
Lisbon Street	12.25	12.25	12.25	
Sub-Total	36.75	36.75	36.75	
LEWISTON-AUBURN				
Downtown Shuttle	5.0	5.0	5.5	+ 0.5
College Street	6.0	6.0	6.0	
Sub-Total	11.0	11.0	11.5	+0.5
TOTAL	81.25	68.75	84.25	+3.0

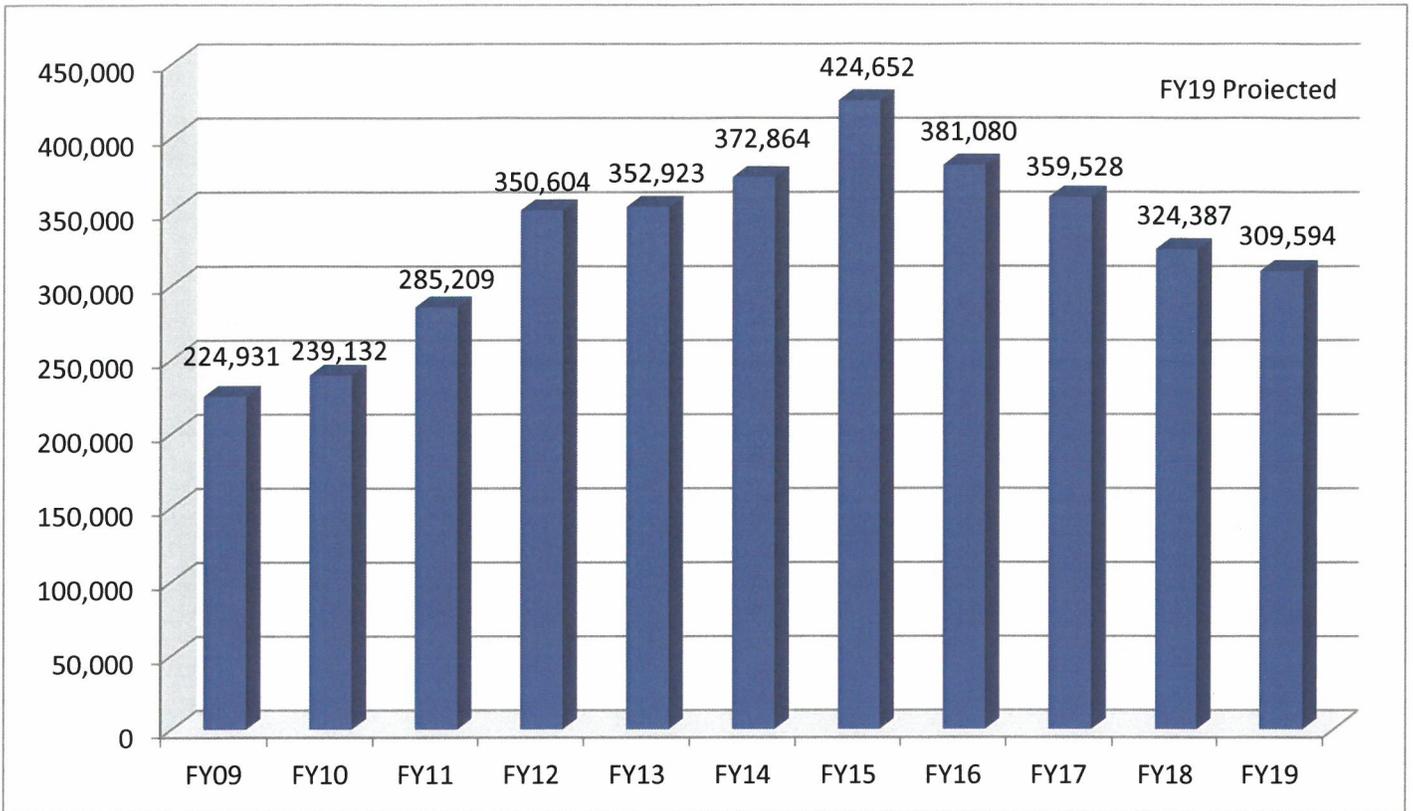
Lewiston-Auburn Transit Committee
FY 2020 Proposed Budget
- Fixed Route, ADA, Bus Station/LATC Operating

	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Approved	FY 2020 Proposed Status Quo	FY 2020* Proposed Full Service	FY 2021 Proposed Full Service
Fixed Route							
Expenses:							
WMTS Contract	\$1,197,700	\$1,245,960	\$1,256,865	\$1,267,705	\$1,307,598	\$1,549,123	\$1,629,631
Operating	\$845,100	\$829,732	\$838,355	\$846,905	\$937,170	\$1,089,819	\$1,140,702
Preventive Maintenance (PM) Capital	\$352,600	\$416,228	\$418,510	\$420,800	\$370,428	\$459,304	\$488,929
Fuel	\$147,748	\$97,662	\$95,734	\$124,550	\$122,430	\$150,150	\$150,150
Equipment Maintenance	\$0	\$0	\$0	\$0	\$1,210	\$1,210	\$1,210
Staff (Project administration)	\$101,810	\$97,219	\$111,730	\$115,000	\$115,000	\$115,000	\$115,000
Total Expense	\$1,447,258	\$1,440,841	\$1,464,329	\$1,507,255	\$1,546,238	\$1,815,483	\$1,895,991
Revenue:							
Federal (5307 Operating - 50%)	\$156,249	\$150,743	\$293,176	\$314,771	\$352,830	\$279,608	\$254,602
Federal (STIC 5340 Operating - 50%)	\$189,432	\$191,038	\$0	\$0	\$0	\$0	\$0
Federal (carry forward 5307 Operating)	\$92,170	\$68,694	\$132,896	\$125,956	\$132,574	\$221,255	\$0
Federal (5307 PM** Capital - 80%)	\$235,921	\$264,288	\$291,899	\$336,640	\$296,342	\$367,443	\$391,143
Federal (carry forward 5307 PM Capital)	\$46,159	\$68,694	\$42,909	\$0	\$0	\$0	\$0
State (match 5307 Operating)	\$98,503	\$97,494	\$98,115	\$98,115	\$98,115	\$98,115	\$98,115
Local (match 5307 Operating 50%)	\$339,348	\$312,981	\$327,957	\$342,613	\$387,291	\$402,748	\$156,487
Local (match 5307 PM Capital 20%)	\$70,520	\$83,246	\$83,702	\$84,160	\$74,086	\$91,861	\$97,786
Local (100%)	\$0	\$0	\$0	\$0	\$0	\$139,453	\$677,858
Fare Box	\$218,956	\$203,664	\$193,676	\$205,000	\$205,000	\$215,000	\$220,000
Total Revenue	\$1,447,258	\$1,440,842	\$1,464,330	\$1,507,255	\$1,546,238	\$1,815,483	\$1,895,991
ADA Complementary Paratransit:							
Expenses:							
WMTS Contract	\$158,000	\$182,510	\$183,995	\$185,495	\$188,473	\$192,714	\$194,127
Staff (Project Administration)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Revenue:							
Federal (5307 ADA -80%)	\$64,488	\$74,902	\$98,738	\$88,530	\$88,530	\$88,530	\$88,530
Federal (5307 Operating - 50%)				\$19,916	\$21,405	\$23,526	\$24,232
Federal (5307 carry forward)	\$31,389	\$36,611	\$24,420	\$0	\$0	\$0	\$0
Local (match 5307 ADA - 20%)	\$55,358	\$64,489	\$55,209	\$22,133	\$22,133	\$22,133	\$22,133
Local (match 5307 Operating - 50%)				\$19,916	\$21,405	\$23,526	\$24,232
Fare Box	\$38,154	\$43,119	\$30,048	\$35,000	\$35,000	\$35,000	\$35,000
	\$189,389	\$219,121	\$208,415	\$185,495	\$188,473	\$192,714	\$194,127
Local Subsidy:							
Bus Station/LATC Operating	-\$30,145	-\$20,158	-\$12,853	-\$7,794	-\$7,044	-\$7,044	-\$6,444
Fixed Route	\$409,868	\$396,227	\$411,659	\$426,773	\$461,377	\$634,062	\$932,131
ADA Comp. Paratransit	\$55,358	\$64,489	\$55,209	\$42,049	\$43,538	\$45,658	\$46,365
	\$435,081	\$440,558	\$454,016	\$461,028	\$497,870	\$672,676	\$972,052
Less Reserves (negative is a surplus)	\$16,593	\$23,314	\$19,350	\$5,353	\$0	\$0	\$0
Auburn	\$209,244	\$182,244	\$189,949	\$199,130	\$217,569	\$336,338	\$486,026
Lewiston	\$209,244	\$235,000	\$244,717	\$256,545	\$280,301	\$336,338	\$486,026
Hours of service	81.25	68.75	68.75	68.75	68.75	84.25	84.25
* Proposed FY2020 Full Funding budget is based on full service starting January 1, 2020.							
** PM - Preventive Maintenance - allowable operating costs that can be reimbursed at 80/20.							
Federal Carry Forward				\$347,211	\$221,255	\$221,255	\$0
Available Reserves				\$266,206			
One month expenses		\$142,727	\$143,886	\$145,304	\$148,926	\$171,716	\$178,643
FY 2017 fuel projection is based on \$2.25/gallon, 52,246 gallons							
FY 2018 fuel projection is based on \$1.85/gallon, 50,380 gallons (route reductions & smaller buses)							
FY 2019 fuel projection is based on \$2.35/gallon, 53,000 gallons							
FY2020 fuel projection is based on \$2.31/gallon, 53,000 gallons/FULL 65,000 gallons							

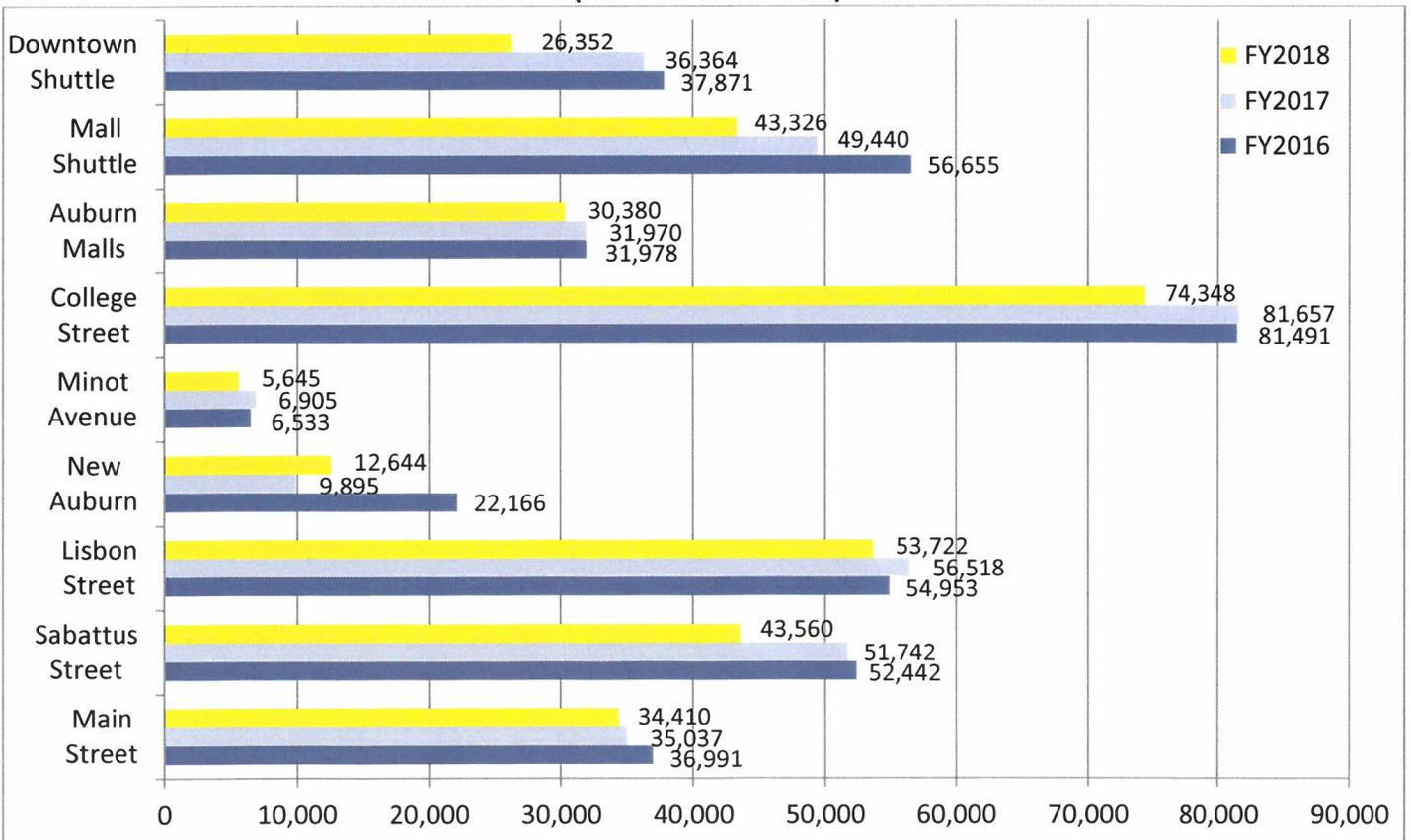
Lewiston-Auburn Transit Committee
FY 2020 Proposed Budget
- Bus Station/LATC Operating -

	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Approved	FY 2020 Proposed	FY 2021 Proposed
BUS STATION						
Revenues:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
EXPENSES:						
JANITORIAL	\$ 9,672	\$ 21,176	\$ 20,155	\$ 19,700	\$ 21,700	\$ 22,400
MAINTENANCE/REPAIRS	\$ 1,687	\$ 6,997	\$ 7,072	\$ 6,000	\$ 6,000	\$ 6,000
SUPPLIES - INCL. JANIT.	\$ 1,368	\$ 1,525	\$ 950	\$ 2,000	\$ 1,500	\$ 1,500
SNOW REMOVAL	\$ 1,316	\$ 8,272	\$ 7,572	\$ 6,500	\$ 6,500	\$ 7,000
RESTROOM RENTAL	\$ 1,260	\$ 74	\$ -	\$ -	\$ -	\$ -
UTILITIES:						
GAS	\$ 2,198	\$ 2,565	\$ 2,335	\$ 3,000	\$ 3,000	\$ 3,000
ELECTRIC	\$ 2,540	\$ 4,905	\$ 5,716	\$ 5,000	\$ 5,000	\$ 5,000
H2O/SEWER	\$ 715	\$ 1,606	\$ 1,615	\$ 1,600	\$ 1,600	\$ 1,600
INSURANCE	\$ 806	\$ 757	\$ 3,958	\$ 1,600	\$ 1,600	\$ 1,600
TOTAL	\$ 21,562	\$ 47,876	\$ 49,373	\$ 45,400	\$ 46,900	\$ 48,100
ITF DEFICIT:	\$ (21,562)	\$ (47,876)	\$ (49,373)	\$ (45,400)	\$ (46,900)	\$ (48,100)
LATC Operating						
EXPENSES:						
TRAINING	\$ 467	\$ 237	\$ 351	\$ 500	\$ 500	\$ 500
ADVERTISING/MARKETING	\$ 1,990	\$ 2,046	\$ 1,866	\$ 2,000	\$ 2,000	\$ 2,000
AUDIT	\$ 1,200	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800
LEGAL SERVICES	\$ 1,920	\$ 571	\$ 358	\$ 1,000	\$ 1,000	\$ 1,000
MISC. EXPENSES	\$ 77	\$ 227	\$ 139	\$ 200	\$ 200	\$ 200
TOTAL	\$ 5,654	\$ 4,881	\$ 4,514	\$ 5,500	\$ 5,500	\$ 5,500
LATC Operating DEFICIT	\$ (5,654)	\$ (4,881)	\$ (4,514)	\$ (5,500)	\$ (5,500)	\$ (5,500)
TOTAL EXPENDITURES - BUS STATION/LATC Operating	\$ (27,216)	\$ (52,757)	\$ (53,887)	\$ (50,900)	\$ (52,400)	\$ (53,600)
DEFICIT FUNDING						
FEDERAL (5307 Operating)	\$ 13,608	\$ 26,379	\$ 26,944	\$ 25,450	\$ 26,200	\$ 26,800
STATE						
LOCAL - Rent	\$ 12,144	\$ 12,144	\$ 12,144	\$ 12,144	\$ 12,144	\$ 12,144
- Vending	\$ 1,483	\$ 268	\$ 1,306	\$ 700	\$ 700	\$ 700
- ATA Advertising	\$ 29,749	\$ 33,688	\$ 26,194	\$ 20,000	\$ 20,000	\$ 20,000
- Interest	\$ 377	\$ 438	\$ 152	\$ 400	\$ 400	\$ 400
LOCAL	\$ (30,145)	\$ (20,158)	\$ (12,853)	\$ (7,794)	\$ (7,044)	\$ (6,444)
TOTAL REVENUE	\$ 27,216	\$ 52,757	\$ 53,887	\$ 50,900	\$ 52,400	\$ 53,600
LOCAL Requested	\$ (30,145)	\$ (20,158)	\$ (12,853)	\$ (7,794)	\$ (7,044)	\$ (6,444)

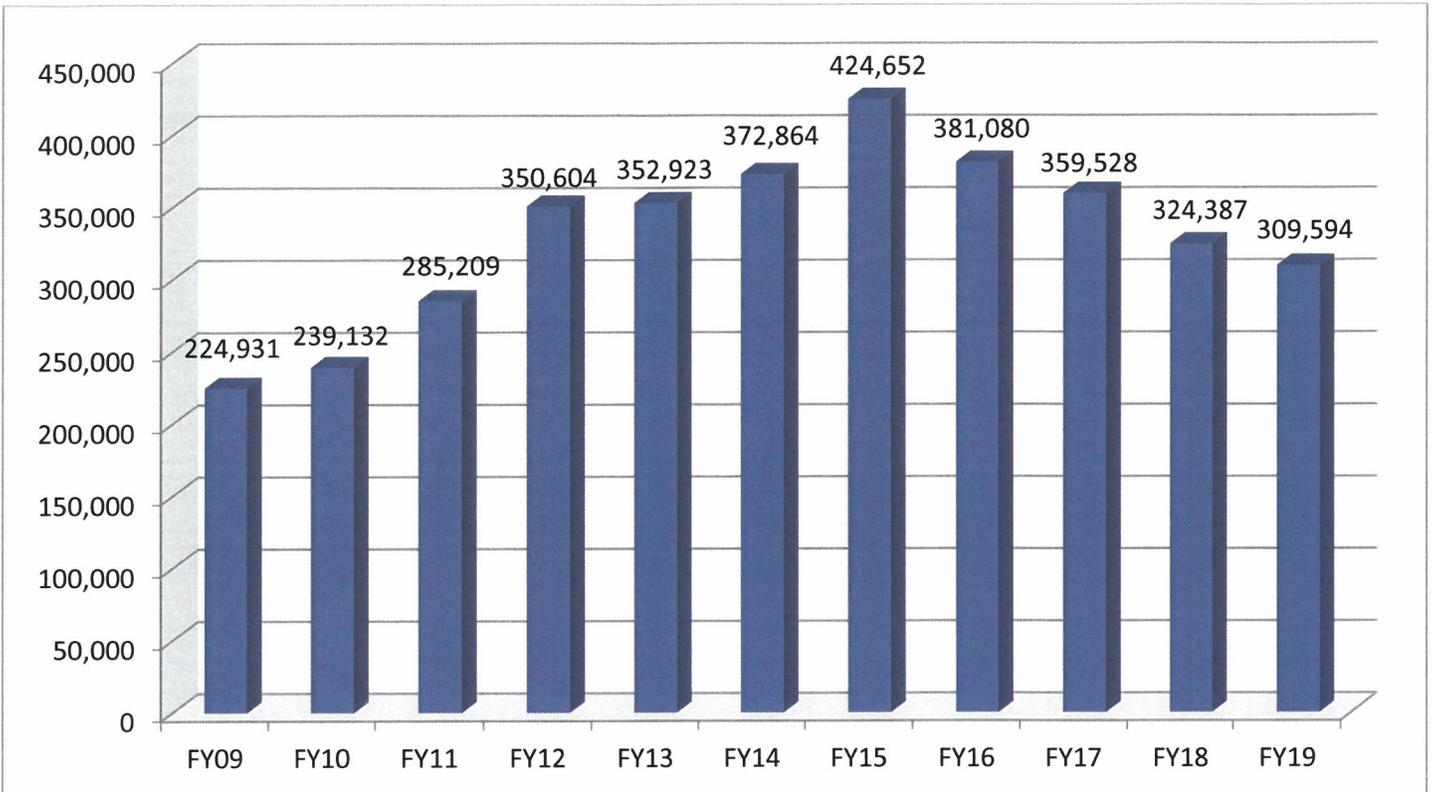
citylink Ridership
- FY2009 to FY2019 -



citylink Ridership by Route
(2016 – 2017 – 2018)

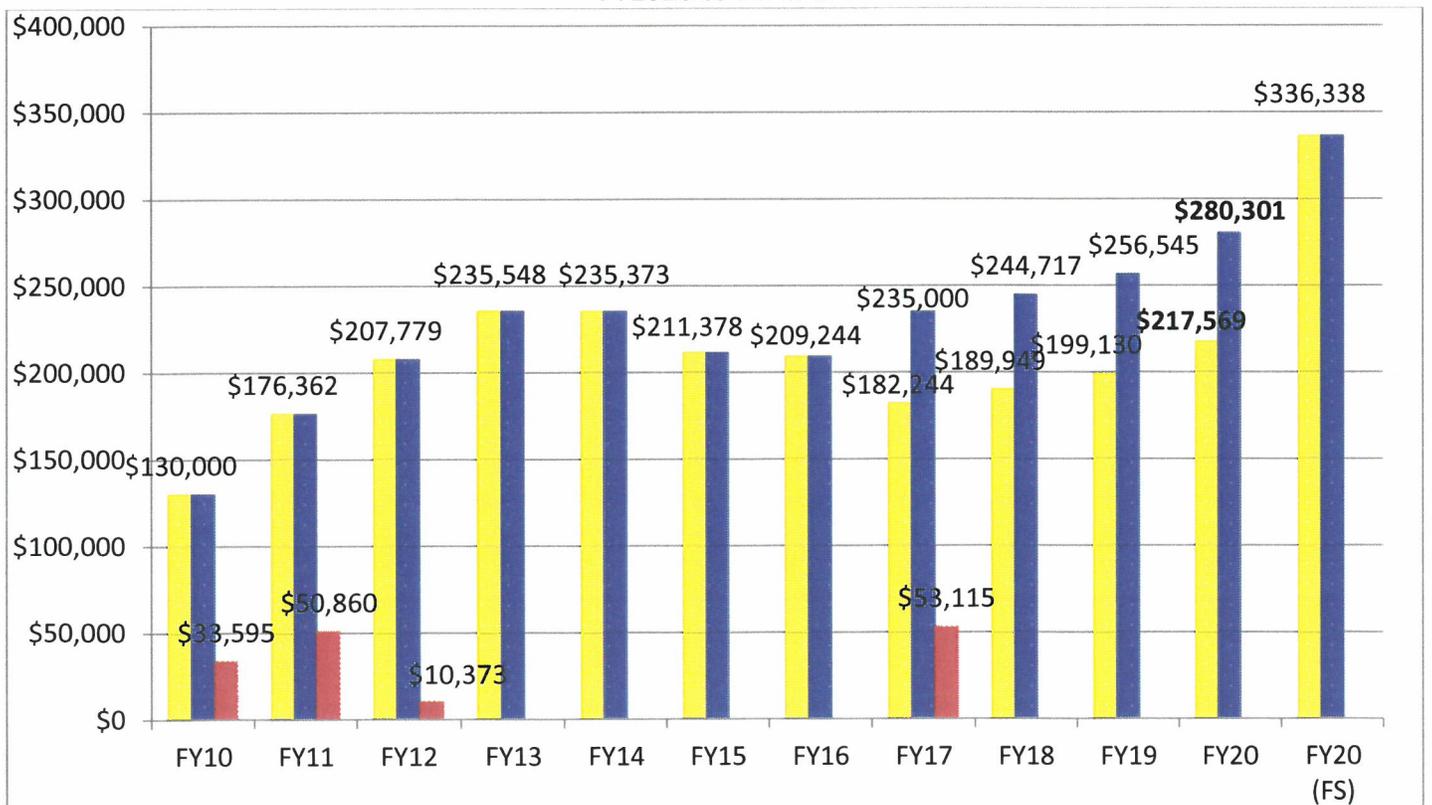


**citylink ADA Complementary
Paratransit Ridership
- FY2009 to FY2019 * -**

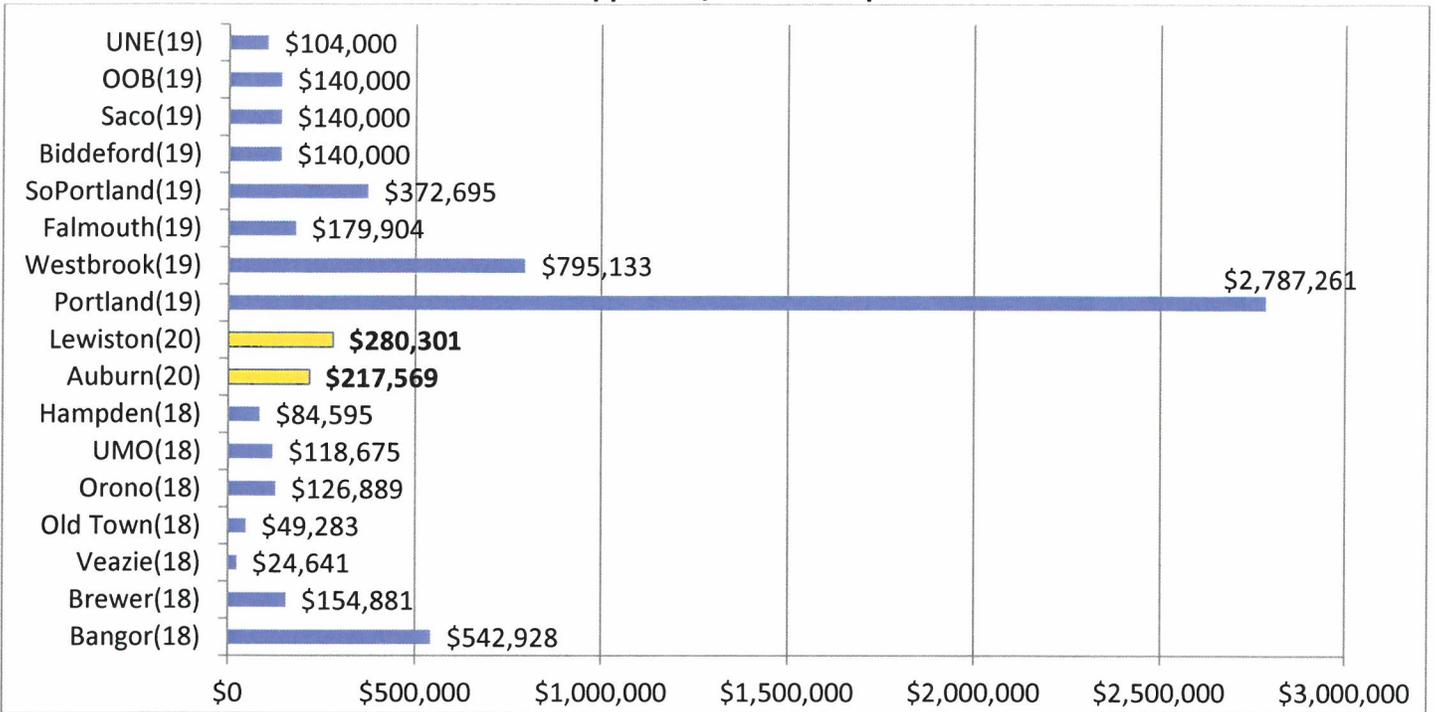


* FY19 Ridership is a projection based on the first 4 months of 2019.

**Local Share per City
- FY2010 to FY2020 -**

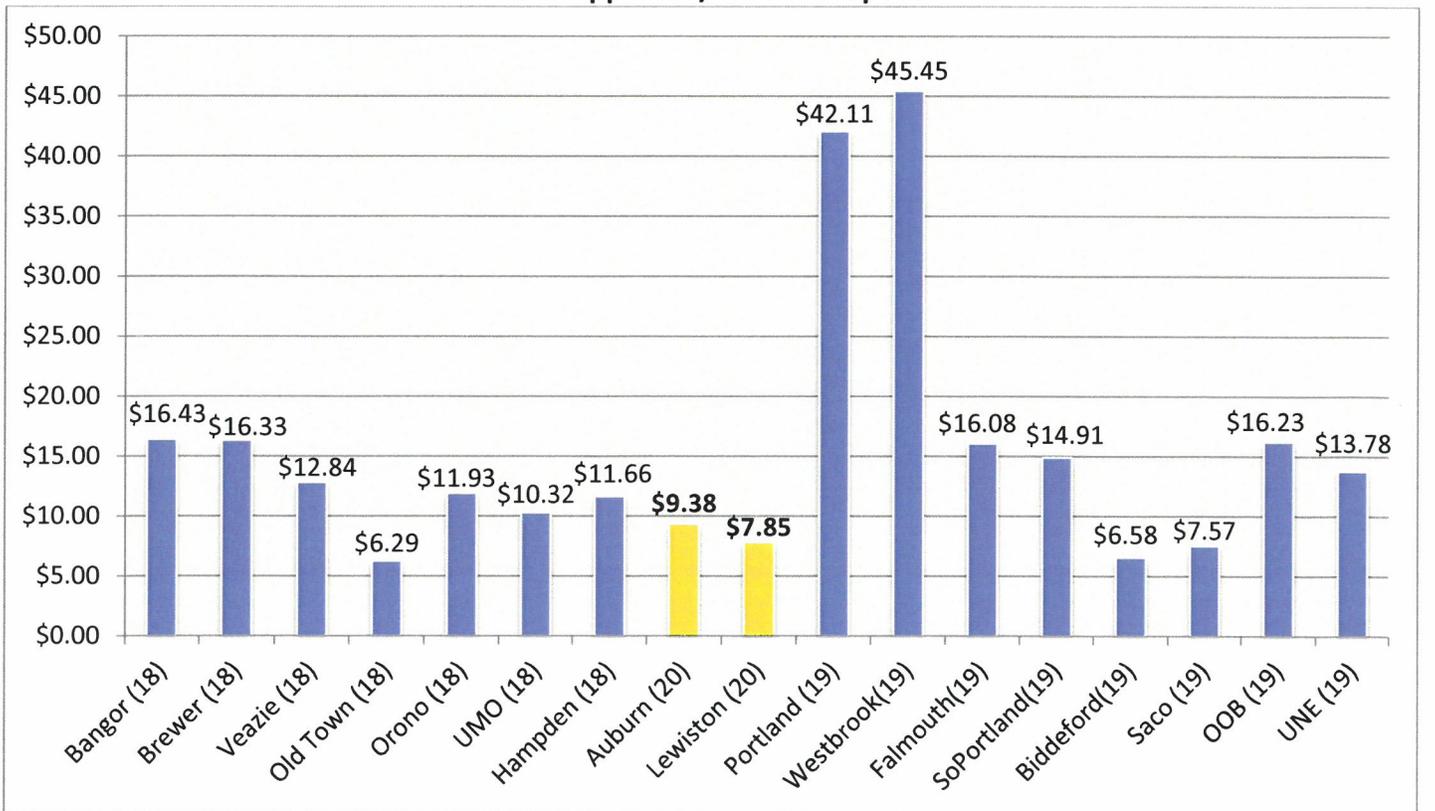


Municipal Contribution Comparison -FY2019 Approved/FY2020 Proposed *-



* Bangor data is FY 2018. Lewiston and Auburn Cost per Capita is based in the Status Quo budget proposal.

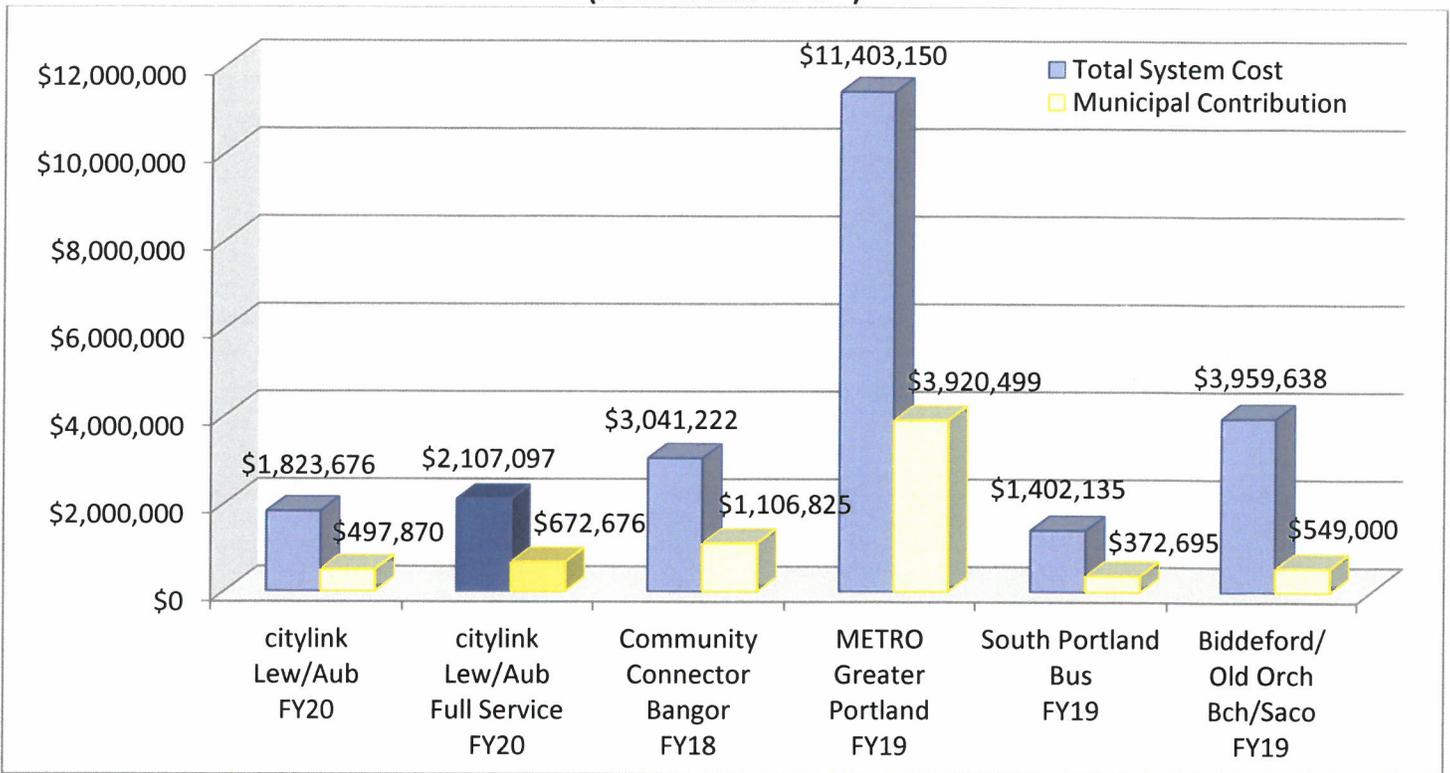
Local Funding per Capita -FY2019 Approved/FY2020 Proposed *-



* Bangor data is FY 2018. Lewiston and Auburn Cost per Capita is based in the Status Quo budget proposal.

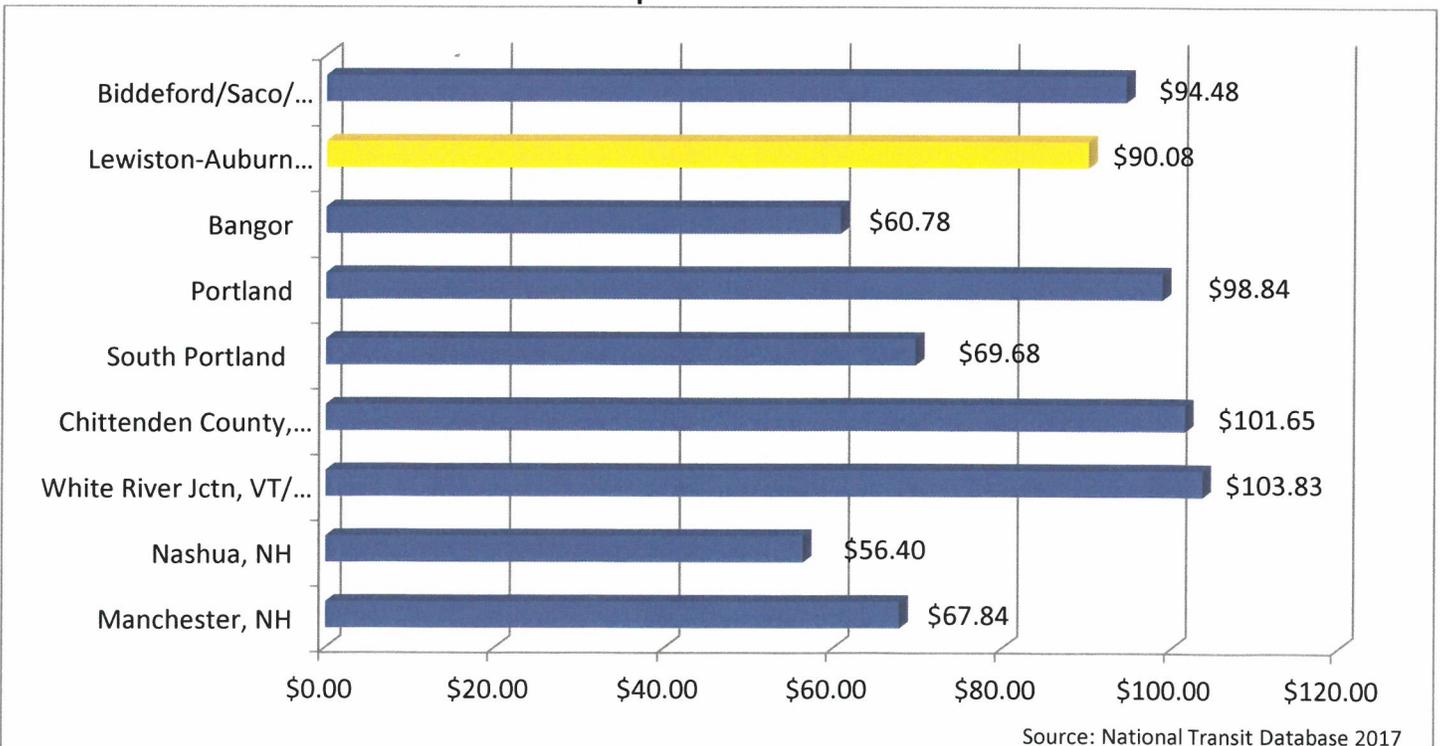


System Cost Comparison (FY 2019 and 2020 *)



* Bangor data is FY2018.

System Comparison Cost per Revenue Hour



Source: National Transit Database 2017

* Cost per Hour may not be calculated the same for all systems. Municipal owned systems may absorb transit related costs elsewhere in the municipal budget. For example, the City of Bangor does not charge Indirect Expenses to the transit system.

911 Committee
 Financial Statements
 06/30/2018

ORG	OBJECT	ACCOUNT DESCRIPTION	ORIGINAL APPROPRIATION	REVISED BUDGET	YTD ACTUAL	ENCUM.	AVAILABLE BUDGET	FY2017 ACTUAL	CAPITAL PROJECTS
9111	337100	TRANSFERS - LEW/AUB	2,138,244.00	2,138,244.00	2,138,244.00		-	2,138,244.00	1,070,000.00
9111	361100	INTEREST	1,500.00	1,500.00	8,156.33		6,656.33	3,783.35	(1,907.43)
9111	362900	RENT			-		-	6,118.20	
9111	373311	CONTRIBUTIONS OTHER	63,578.00	63,578.00	63,578.32		0.32	57,633.47	50,000.00
Total Revenues			2,203,322.00	2,203,322.00	2,209,978.65		6,656.65	2,205,779.02	1,118,092.57
9111	411000	REGULAR WAGES	1,245,325.00	1,245,325.00	1,177,562.37		67,762.63	1,056,978.39	
9111	412000	OVERTIME	156,963.00	156,963.00	239,612.90		(82,649.90)	307,339.80	
9111	417001	MPERS ER SHARE	100,340.00	100,340.00	84,450.00		15,890.00	79,271.58	
9111	417002	DEF COMP ER SHARE	25,526.00	25,526.00	31,063.18		(5,537.18)	23,910.23	
9111	417003	FICA ER SHARE	107,247.00	107,247.00	112,158.48		(4,911.48)	106,740.14	
9111	417100	HEALTH INSURANCE	374,187.00	374,187.00	309,689.60		64,497.40	278,852.56	
9111	417200	FLEXIBLE SPENDING ACCT	23,802.00	23,802.00	20,158.90		3,643.10	3,378.41	
9111	417250	HEALTH REIMBURSE ACCT	25,820.00	25,820.00	15,502.69		10,317.31	15,403.22	
9111	417400	WORKERS COMP	7,215.00	7,215.00	6,132.06		1,082.94	6,068.26	
9111	417500	UNEMPLOYMENT	1,500.00	1,500.00	1,760.36		(260.36)	1,350.96	
9111	420500	PRINTING	125.00	125.00	126.57		(1.57)	126.51	
9111	421500	POSTAGE	200.00	200.00	205.95		(5.95)	120.78	
9111	422000	TELEPHONE	43,963.00	43,963.00	44,890.05		(927.05)	47,504.60	
9111	422500	UTILITIES	21,065.00	21,065.00	20,127.04		937.96	23,092.81	
9111	423000	TRAVEL	5,500.00	5,500.00	6,719.50		(1,219.50)	216.75	
9111	425500	MEDICAL SERVICES	728.00	728.00	508.00		220.00	624.00	
9111	426200	MAINTENANCE & LICENSES	75,043.00	78,043.00	75,077.08		2,965.92	75,218.85	
9111	427000	REPAIRS TO EQUIPMENT	-	-	-		-	33,335.26	
9111	427500	REPAIRS TO BUILDING	13,500.00	18,564.00	19,764.34		(1,200.34)	25,200.01	
9111	428000	LEGAL FEES	1,500.00	1,500.00	5,248.37		(3,748.37)	5,277.44	
9111	428800	MISC SERVICES	3,000.00	3,000.00	3,303.03		(303.03)	2,740.37	
9111	428900	INSERVICE TRAINING	17,190.00	17,190.00	9,140.33		8,049.67	11,590.57	
9111	430500	OFFICE SUPPLY	2,200.00	2,200.00	1,612.23		587.77	2,267.71	
9111	431000	PRINTING	2,000.00	2,000.00	1,030.21		969.79	1,234.92	
9111	439800	OTHER SUPPLY	2,000.00	2,000.00	1,202.20		797.80	2,056.00	
9111	442000	DUES	4,214.00	4,214.00	3,993.37		220.63	4,114.00	
9111	446000	INSURANCES	20,416.00	20,416.00	25,171.06		(4,755.06)	20,165.50	
9111	449001	PRINCIPAL	19,800.00	19,800.00	19,800.00		-	19,800.00	
9111	449002	INTEREST	1,188.00	1,188.00	985.05		202.95	1,782.00	
9111	450500	OFFICE EQUIPMENT	10,300.00	10,300.00	7,373.31	3,140.00	(213.31)	9,126.38	
9111	450600	COMPUTER & SOFTWARE		143,000.00	-	143,000.00	-		
9111	452800	COMM EQUIPMENT	19,500.00	37,530.00	39,101.59	22,082.92	(23,654.51)	20,844.95	850,525.91
Total Expenditures			2,331,357.00	2,500,451.00	2,283,469.82	168,222.92	48,758.26	2,185,732.96	850,525.91
Surplus/(Deficit)			(128,035.00)	(297,129.00)	(73,491.17)		55,414.91	20,046.06	267,566.66
Beg. Fund Balance					539,566.15			519,520.09	-
Ending Fund Balance					466,074.98			539,566.15	267,566.66
Reserve for Enc.					168,222.92			169,093.92	3,240.00
Reserve for Comp. Absences					64,931.46	Fund		69,660.30	Fund -
Fund Balance Carryforward for Next Year's Budget					22,000.00	Balance %		128,035.00	Balance % -
Unassigned Fund Balance					210,920.60	9.24%		172,776.93	7.90%
Total Fund Balance					466,074.98			539,566.15	267,566.66
Fund Balance Policy						6.00%			6.00%
Excess above the Policy					73,912.41	3.24%		41,632.95	1.90%

LA-911
CAPITAL REQUEST

April 4, 2019

TO: LA911 Committee Members

FROM: Paul M. LeClair, LA911 Director

RE: Lewiston – Auburn Regional Radio System RFP

Thank you for your flexibility in rescheduling the March LA911 Monthly meeting to April 4, 2019.

I am writing on behalf of the Radio System Selection Committee to report the results of the review process and provide our recommendation for the selection of a vendor and radio system.

Background

In FY18 & FY19 the LA911 Committee completed key capital projects to improve connectivity and radio antenna site improvements.

A few of the key projects for FY18 & FY19 are listed below:

- The Goff Hill site was improved with a new 180' Tower, a Communication Building, a generator, a fenced compound, Microwave Links and Fiber connectivity. This project was also partially funded through an agreement with Androscoggin County.
- The Webber Ave site was improved with a new Communication Building, Microwave Links and a generator.
- The LA911 Center, Goff Hill site and Androscoggin County Building were all linked with a Fiber Line connection.
- A new Communication Building was added to the Lewiston Landfill site and additional microwave links are in process of being completed.

In October 2018, the LA911 Committee entered into a contract for services with Communications Design Consulting Group, LLC, represented by Mr. Norm Boucher, to develop and publish an RFP for both the Communications Center Consoles and the LA911 Radio System. The RFP was published in early January 2019, and a total of three vendors, Motorola Solutions, Harris Corporation and EF Johnson Company, submitted proposals on February 22, 2019.

During the latter part of February and for most of the month of March, IT Director Drew McKinley and I reviewed the proposals, collected and presented information to the selection committee, and conducted follow up discussions with the vendors to ensure their proposals met the published specifications and the needs of LA911 and our Police & Fire Departments.

The Radio System selection committee met on February 28th to conduct their initial review. On March 18th and 19th, the committee hosted oral presentations by the three vendors.

Following the oral presentations, Drew and I requested clarifying information from each vendor regarding their proposed equipment, system maintenance, warranty, and pricing. The attached tabulation summarizes the three vendor proposals and includes the specific detail necessary to bring the proposed radio project to successful implementation.

In order to provide an equal opportunity to each vendor, we requested that pricing for a four antenna site and five antenna site radio system be included in their post bid submittal. The option of a four or five antenna site system was introduced by Motorola Solutions as part of their initial proposal. A detailed review of the coverage maps submitted by all vendors indicated that the same radio and antenna equipment proposed for the Montello site could be used to improve the building coverage in South Auburn should a viable alternate site be identified.

The four or five site comparison exercise was based on the more comprehensive coverage maps submitted by each vendor as part of their proposals. The detailed maps and engineering review by each vendor identified a gap in South Lewiston and in South Auburn in coverage for larger commercial construction buildings¹. The vendors agreed that replacing the 100' tower at the Lewiston landfill with a 180' tower would improve radio coverage in the southern portions of Lewiston and Auburn. Also, one vendor indicated the 100' tower will not meet their equipment specifications and the other vendors have included in their proposals engineering costs to evaluate the 100' tower to determine that it can meet their equipment loading requirements. As a result, we have included the projected cost to replace the 100' tower at the Landfill site as part of both the four site and five site proposals. We are also now evaluating a potential alternate fifth site to address the in-building coverage gaps in South Auburn.

While we are anticipating and planning for the potential need for a fifth tower, actual radio system acceptance testing to be conducted once the system is installed will determine the need for and exact location of the fifth site. Should in-street and in-building coverage meet our requirements without adding the fifth site, the funding for that site will be released back to the cities.

Each vendor also responded to LA911's request for pricing for annual maintenance and warranty coverage and the specific elements of their radio system equipment that will require replacement within the initial 15 years of its operation. This information will allow us not only to compare total price bid but also the anticipated full cost over the first 15 years the system is in service.

Summary

All three vendors submitted detailed and complete proposals. The Dispatch Console and Radio Systems proposed by Motorola Solutions, Harris Corporation and EF Johnson Company meet the Lewiston Auburn Regional Radio System Specifications. Each vendor would deliver access to a service provider within 60 miles and their warranty, system availability, and radio system coverage guarantee meets the requirements of our RFP. Each vendor was also responsive to requests for information and detail throughout the RFP and review process.

Motorola Solutions and Harris Corporation are established nationwide companies and are currently providing and maintain reliable radio systems throughout Maine & New England.

- Motorola's US market share is 85%.
- Harris Corporation's market share is 10%.
- EF Johnson Company has a much smaller share of the local market, in the range of 3 to 5%. The sole EF Johnson System in New England is located in Waterbury Connecticut. They have

¹ While 800 MHz systems have better building penetration capability in comparison with our current VHF system, there are limitations based on antenna locations and the coverage they provide.

proposed providing the JVC Kenwood brand of Mobile and Portables, which have a market share in the 20-25% range².

Taking into account all project expenses, including a 10% contingency for key items and the cost for the 180' Landfill Tower (cost of tower estimated by LA911):

- EF Johnson's Radio System proposal totals \$5,436,313. The annual service and maintenance cost with EF Johnson will average \$148,000 starting in year four. The replacement of radio system hardware at years six and twelve are included in the cost of the service and maintenance.
- Motorola's Radio System proposal totals \$6,488,295. Motorola's annual service and maintenance will average \$219,000 beginning in year four and the hardware update cost will average an additional \$58,000 annually beginning year one.
- Harris's Radio System proposal is \$7,153,540. Annual service and maintenance will average \$287,000 beginning in year four and hardware update costs will average \$43,000 annually beginning year one.

Recommendation:

The Selection Committee recommends the five site EF Johnson solution for the Communications Center Radio Consoles and the LA911 Public Safety radio system. The project total for the Communications Center Radio Consoles and the 800 MHz Radio System is \$5,436,313, excluding the maintenance and warranty costs that will be funded through LA911's annual operating budget. The following considerations led the Committee to this recommendation:

1. The EF Johnson price proposal was the lowest and will provide LA911 with an affordable option with the ability to expand the 800 MHz platform to other Lewiston & Auburn agencies such as Public Works, the Airport, and Schools.
2. From a technology perspective, the system is less reliant on core systems that are hardware dependent and more expensive to update, replace, and maintain.
3. All software updates will be completed by EF Johnson at no additional cost during the fifteen year maintenance and warranty period. Certain Software updates from Motorola and Harris must be completed by the service provider at an additional cost to LA911.
4. The design of the Mobile Radio solution will improve the ability of Police and Fire Units to monitor and communicate with other units and surrounding agencies on the VHF and 800 platforms.
5. We recommend purchasing the ten year warranty for portable radios since an upfront purchase is required for warranty eligibility. Also included with the warranty is a performance monitoring tool for the batteries and radio status. All Police and Fire Portable radios will have VHF & 800 capability. The dollar cost for this warranty is built into the EF Johnson proposal.
6. Encryption of the radio signal for the Mobile and Portable radios is included with the EF Johnson radio purchase. This is noted as an additional charge by Motorola & Harris.
7. The service maintenance and hardware equipment warranty/guarantee are included for three years as part of the initial purchase per our specification requirement.

² Market share information was provided by the vendors.

8. The EF Johnson annual service and maintenance cost for years four through fifteen include technology hardware equipment upgrades, something the other vendors list as an additional cost.
9. The EF Johnson proposal offers the Police and Fire Chiefs the option to purchase a mobile or portable radio from another vendor such as Motorola or Harris to meet the specific user needs of their departments. The LA911 IT department will need to acquire equipment to program the interoperability component of the competing vendor's equipment. However, this option provides each Public Safety Department and City Agency with a real choice when considering user equipment. There are price and discount differences between vendors and selecting an alternate portable radio vendor will require a detailed pricing evaluation.
10. EF Johnson has also offered to donate seventeen radio consoles and hardware to be installed in each of the schools. These radios will provide a direct and immediate form of communication between the schools and the LA911 Communication Center in the event of an emergency.
11. Of significant importance is the ability of EF Johnson to include Dirigo Wireless, our current service provider, as a member of the project management team for implementation and warranty. Dirigo Wireless personnel will be trained by EF Johnson to be certified technicians for our radio system.
12. EF Johnson will also train our IT Director to be a certified technician of their system and will provide all necessary training to maintain this certification throughout the life of the radio system.
13. Chief Moen and Chief Stockdale spoke with the Waterbury, CT agency Chiefs and their system received good marks including recognition of an excellent customer – vendor experience with EF Johnson. The reference Chiefs also noted excellent system and equipment reliability.

Respectfully Submitted,


Paul M. LeClair, Director LA911

FY20 REVISED CIP

Revised CIP Totals

Main Radio Project FY20 CIP Request:	\$3,197,106
Communication Center Consoles FY19	\$259,000
Fire Alarm Box	\$75,000
Site Connectivity	\$45,000
Auburn Mobile and Portable Radios:	\$433,137
Lewiston Mobile and Portable Radios:	\$438,676
Grants & Offsets	
FY19 Carry Forward	\$241,000
County Tower Contribution	\$176,000
<u>Grants(COPS & HSG)</u>	<u>\$675,894</u>
Revised Radio Project Total	\$5,540,813

Lewiston Auburn 9-1-1 Radio System

Final Budget for Radio System & Related Projects \$ 5,540,813

Radio Project Funding Source

FY20 ITEM	Initial FY20 CIP ESTIMATE	REVISED		Revised FY20 CIP Request	Reduction to CIP Request	Each City
		LEWISTON FY20 CIP Request	Revised AUBURN FY20 CIP Request			
Radio System	\$ 4,100,000.00	\$ 1,598,553.00	\$ 1,598,553.00	\$ 3,197,106.00	\$ 902,894.00	\$ 451,447.00
Fire Alarm Box Alerting*	\$ 125,000.00	\$ 37,500.00	\$ 37,500.00	\$ 75,000.00	\$ 50,000.00	\$ 25,000.00
Connectivity*	\$ 90,000.00	\$ 22,500.00	\$ 22,500.00	\$ 45,000.00	\$ 45,000.00	\$ 22,500.00
Auburn Radios	\$ 735,000.00	\$ -	\$ 433,137.00	\$ 433,137.00	\$ 301,863.00	
Lewiston Radios	\$ 865,000.00	\$ 438,676.00	\$ -	\$ 438,676.00	\$ 426,324.00	
FY20 Totals	\$ 5,915,000.00	\$ 2,097,229.00	\$ 2,091,690.00	\$ 4,188,919.00	\$ 1,726,081.00	

Other Funding Source

County Contribution	\$ -	\$ 176,000.00
Auburn COPS Grant	\$ 135,000.00	\$ 135,000.00
Auburn Homeland Security	\$ 100,000.00	\$ 100,000.00
Lewiston COPS Grant	\$ 135,000.00	\$ 135,000.00
Lewiston Homeland Security	\$ 200,000.00	\$ 200,000.00
FY19 Carry Forward		\$ 241,000.00
School Dept. COPS Grant		\$ 105,894.00

FY19 ITEM

Console	\$ 500,000.00	\$ 129,500.00	\$ 129,500.00	\$ 259,000.00	\$ 241,000.00	Applied to FY20 Radio System
Project Totals	\$ 6,985,000.00	\$ 2,226,729.00	\$ 2,221,190.00	\$ 5,540,813.00		

FY20 Auburn CIP Reduction	\$ 800,810.00	Notes:	Mobiles Purchased	Portables Purchased
		Auburn	60	105
FY20 Lewiston CIP Reduction	\$ 925,271.00	Lewiston	54	162

Note*: Fire Alarm Box & Connectivity projects not part of Radio System RFP