

Maine
Cumberland **County**

**CUMBERLAND COUNTY COMMISSIONERS
MEETING AGENDA**

**Peter J. Feeney Conference Room
Cumberland County Courthouse
142 Federal Street, Portland, Maine**

Monday, March 9, 2020

5:30 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

APPROVAL OF THE MINUTES

Regular Meeting Minutes of February 10, 2020

INFORMATIONAL REPORT/PRESENTATIONS

There are no Informational Reports/Presentations this month

EXECUTIVE SESSION

The County Commissioners will enter into Executive Session in accordance with 1 M.R.S.A §405 (6) (E) for consultation with the County's attorney regarding legal rights and responsibilities.

COMMENTS FROM THE PUBLIC

The Board Chair will limit comments to 3 minutes per speaker.

CONSENT AGENDA APPROVALS

- 20-020** Approval for purchase of one (1) 2020 Ford Police Interceptor Utility AWD Bid for CID (Detectives) from Quirk Auto Group, total cost \$34, 180.14; from account 11-106-06-7345.
- 20-021** Approval for purchase of eight (8) 2020 Ford Police Interceptor Utility AWD Bid for PATROL from Quirk Auto Group, total cost \$272,488.00; from account 11-106-06-7345.
- 20-022** Approval of the Cumberland County Emergency Communications service contract with the Town of Harrison from July 1, 2019 to June 30, 2022.
- 20-023** Approval of the Cumberland County Emergency Communications service contract with the Town of North Yarmouth from July 1, 2020 to June 30, 2022.

NEW BUSINESS

- 20-024** Acceptance of the Maine Mariner proposal for arena bench modification.

OLD BUSINESS

- 20-025** Amending of the County Commissioner By-Laws dated December 2011. Second Reading.
- 20-026** Authorizing of the County Manager to suspend portions of the Non-Union Personnel Policy in response to potential circumstances as a result of COVID-19 epidemic.

COMMENTS FROM THE COUNTY MANAGER

COMMENTS FROM THE EXECUTIVE STAFF

COMMENTS FROM THE COUNTY COMMISSIONERS

ADJOURN

WORKSHOP – Immediately Following Meeting

1. Recodification of County governing documents
2. Conversation on Fund Balance Policy
3. Review of amendments to Surplus Property Admin Regulation

Next Commissioners' meeting: Monday, April 13, 2020, in the Peter J. Feeney Conference Room, Cumberland County Courthouse, 142 Federal Street, Portland, ME at 5:30 PM.

Maine
Cumberland County

CUMBERLAND COUNTY COMMISSIONERS' MEETING

MINUTES

February 10, 2020

CALL TO ORDER – 5:30 pm

Commissioners in Attendance:

Thomas Coward, Chair
Stephen Gorden, Vice Chair
Neil D. Jamieson, Jr.
James Cloutier
Susan Witonis

Staff in Attendance:

James Gailey, Cumberland County Manager
Don Brewer, Human Resource Director
Naldo Gagnon, Chief Deputy, Sheriff's Office
Travis Kennedy, Director of Public Affairs
Alex Kimball, Deputy Manager – Finance & Administration
Barbara Owens, Executive Assistant/Deputy Clerk
Steve Butts, Captain, Sheriff's Office

The meeting was held at 5:30 PM at the Cumberland County Courthouse, First Floor, Peter Feeney Conference Room, 142 Federal Street, Portland, ME 04101.

PLEDGE OF ALLEGIANCE / APPROVAL OF THE MINUTES

County Commission Chair Thomas Coward asked for a motion to approve the Regular Meeting Minutes for Monday, January 13, 2020.

County Manager James Gailey asked for an amendment to the minutes under Action Item 20-008 Approval of the establishment of a Regional Aid Reserve Policy. Mr. Gailey asked that we add the words “*and the transfer of \$27,000 into that account*” to that item. Commissioner Chair asked if there was any discussion on this amendment. There was none. All Commissioners voted unanimously in favor of amending the minutes under Action Item 20-008, 5-0.

County Commission Chair Thomas Coward asked for a motion approving the Regular Meeting Minutes *as amended* for Monday, January 13, 2020 and asked if there was any further discussion on the minutes. Commissioner James Cloutier so moved, on the main motion to approve the Regular Meeting Minutes *as amended* for Monday, January 13, 2020, Commissioner Susan Witonis, seconded the motion. All Commissioners voted unanimously in favor, 5-0.

INFORMATIONAL REPORTS/PRESENTATIONS

There were no informational reports/presentations this month.

COMMENTS FROM THE PUBLIC

Eric Sawyer, a resident from Freeport, Maine, addressed the Commissioners with regard to the EMA Training and Exercise Coordinator position that he applied for. He urged the Commissioners to have staff review the compensation for this position.

CONSENT AGENDA APPROVALS

- 20-012** Approval of the Cumberland County Emergency Communications service contract with the Town of Cumberland from July 1, 2020 to June 30, 2023.
- 20-013** Approval of the Cumberland County Emergency Communications service contract with the Town of New Gloucester from July 1, 2019 to June 30, 2022.
- 20-014** Approval of Sheriff's Office Commissions for February 2020.

Commission Chair Coward asked the Deputy Clerk to read all Consent Agenda Items, then he asked for a motion to approve Consent Agenda Items 20-012 thru 20-014. Commissioner James Cloutier so moved, Commissioner Susan Witonis seconded. All Commissioners voted unanimously in favor, 5-0.

ACTION ITEMS

- 20-015** Award bid to Radio Communications Management, Inc., of Portland, Maine for the replacement of the County's Primary and Secondary Microwave system.

County Manager Jim Gailey discussed this action item as detailed in his position paper. He shared this is the first step of two motions that will be made. In this motion he was asking that the Commissioners to award the replacement of the Primary and Secondary Microwave system to Radio Communications Management, Inc. of Portland, Maine, in the amount of \$290,194.00, while waiving Administrative Regulation #5 Procurement Policy IX (D) allowing a sole source bid.

Commission Chair Thomas Coward asked for a motion to approve Action Item 20-015 awarding the replacement of the Primary and Secondary Microwave system to Radio Communications Management, Inc. of Portland, Maine, in the amount of \$290,194.00, while waiving Administrative Regulation #5 Procurement Policy IX (D) allowing a sole source bid. Commissioner Neil D. Jamieson, Jr., so moved, Commissioner James Cloutier seconded. All Commissioners voted unanimously in favor, 5-0.

- 20-016** Authorization of Cumberland County's application to the Maine Bond Bank for the Radio Microwave Project.

Deputy Manager of Finance & Administration, Alex Kimball, discussed the application and working with the Maine Bond Bank. He just needs their authorization to complete the application for proceeds which won't actually be distributed until May. He asked that the Commissioners make a motion to authorize the County Manager to submit the application in the amount of \$290,194 to the Maine Bond Bank for the purpose of Microwave Replacement.

Commission Chair Thomas Coward asked for a motion to approve Action Item 20-016 authorizing the County Manager to submit the application in the amount of \$290,194 to the Maine Bond Bank for the purpose of Microwave Replacement. Commissioner James Cloutier so moved, Commissioner Neil D. Jamieson, Jr., seconded. All Commissioners voted unanimously in favor, 5-0.

- 20-017** Authorizing the County Treasurer to refinance the 2012 General Obligation Bond for the Cross Insurance Arena and County Capital.

Deputy Manager – Finance & Administration, Alex Kimball discussed in summary the background information in the staff report at length and asked that someone read out the resolution authorizing the County to capitalize on this while we have the rates we do. County Manager Gailey added one of the reasons why we think this move to go to the private side is that Federal

Regulation over the last couple of years changed and does not allow public general obligation bonds to be refinanced anymore, so if we are going to re-finance this bond to get it down to a lesser interest rate, only the private side is the allowable track for us to take so was one of the reasons why we are looking to the private side in addition to the reasons why Alex just mentioned.

Commissioner Cloutier asked, we can authorize this tonight and if we get out three weeks and do not like the looks of things will this authorization carry forward until we do. Alex shared that it is good for 90 days.

Commission Chair Thomas Coward made a motion as written, entitled "RESOLUTION OF THE BOARD OF COMMISSIONERS OF CUMBERLAND COUNTY, MAINE AUTHORIZING THE ISSUANCE AND SALE OF UP TO \$27,580,000 2020 GENERAL OBLIGATION REFUNDING BONDS (FEDERALLY TAXABLE) and he hereby incorporates the rest of the document with his motion, Commissioner Neil D. Jamieson, Jr., seconded. All Commissioners voted unanimously in favor, 5-0.

20-018 Authorizing the County manager to transfer 2019 year-end fund balance to 2020 to cover capital projects.

County Manager Jim Gailey discussed his position paper on this item in detail. Chair Coward asked if there were any questions. Commissioner Stephen Gorden shared he would like the commission to have a discussion on the fund balance amount that we have. Chair Coward stated that item could be put on an agenda for a future workshop. Alex Kimball answered more questions of the Commissioners.

Commission Chair Thomas Coward asked for a motion to approve Action Item 20-018 Authorizing the County Manager to transfer \$599,000 from the 2019 year-end fund balance to the Strategic Planning Reserve. Commissioner James Cloutier so moved, Commissioner Neil D. Jamieson, Jr., seconded. All Commissioners voted unanimously in favor, 5-0.

20-019 Amending the County Commissioner By-Laws dated December 2011, First Reading.

County Manager Jim Gailey discussed this action item and the necessity to amend the By-Laws due to the County changing from a calendar year budget to a fiscal year budget (July – June). The County Manager read aloud the suggested Amendment. He stated that the By-Laws do take two readings for formal amendment. He asked the Commissioners to approve first reading this evening and set March 9, 2020 as second reading and final action.

Commission Chair Thomas Coward asked for a motion to approve Action Item 20-019 amending the County Commissioner By-Laws dated December 2011 at this First Reading. Commissioner James Cloutier so moved that this be considered the first reading of the proposed By-Law Amendment has been made at the public hearing at that the final action be scheduled for March 9, 2020, Commissioner Neil D. Jamieson, Jr., seconded. All Commissioners voted unanimously in favor, 5-0.

Steve Gorden reminded the Commissioners that every ten years the governing documents shall be re-codified and the By-Laws are one of them. Commission Chair stated this would be another item to be put on the agenda for a future workshop.

OLD BUSINESS

There were no Old Business items this month

NEW BUSINESS

There were no New Business items this month.

COMMENTS FROM THE COUNTY MANAGER

Jim notified the County Commissioners that his monthly article for the February 2020 Crews News stressed filling vacant positions within the County and shared the increased bonus incentives for position referrals by employees.

COMMENTS FROM THE EXECUTIVE STAFF

Deputy Manager of Finance & Administration, Alex Kimball, shared that at this point in time all employees should have received their W2s, the 1099s are also out for any of the contractors, the 1095C forms should be out in the next week or so, and then we will turn our attention to the audit.

HR Director Don Brewer reminded everyone that Cumberland County is now hiring for a number of positions; notably Corrections Officers would be at the top of the list and noted that the new Leadership Engagement and Development (LEAD) Series has started. The first class was held in January on Sexual Harassment and their second class is scheduled to be held this month.

Director of Public Affairs, Travis Kennedy, shared that new state laws make investing in solar power compelling, especially at the Cross Insurance Arena. We are considering a few different avenues to invest in solar, with no upfront costs and both short and long term financial benefits. Travis said there is more to come on this subject.

COMMENTS FROM THE COUNTY COMMISSIONERS

Commissioner James Cloutier shared that he has recently attended a couple of the Maine Mariners' hockey games. He said that he was very encouraged to see how very improved the facility it. It was a lot of fun.

Commissioner Neil D. Jamieson, Jr. shared that 26 of the 28 communities in Cumberland County participate in our CDBG Program and the HUD grant from four years ago that made an investment in Habitat for Humanity has just completed its 13th home in Scarborough. He felt it was a good use of CDBG funds. He also shared that he attended Fuel Rally on February 8th and we need to be mindful of our senior sources to help with the cost of heat in the winter; Project Grace and LIHEAP (Low Income Home Energy Assistance Program). He reminded all of February hockey tournaments and wished all sports teams good luck.

Commissioner Stephen Gorden shared that the MCCA may discuss the issue of one county/one vote; may be an increase of dues – changing the amounts per County. He shared we need a larger voice in decisions made. He wanted to thank the County Manager and HR Director for their trying to fill positions and wanted to reiterate on Commissioner Jamieson's topic of the fuel heat as well as remind everyone that the food pantries can definitely use our help.

Commissioner Susan Witonis wanted to thank the Sheriff's office for putting on a 2-hour "Active Shooter" training recently that she attended. She noted that as of right now we are the only state that nothing has yet happened. She also wanted to thank HR Director Don Brewer for the Sexual Harassment Training class she recently attended and suggested that other towns contact our HR department to be a part of these classes.

EXECUTIVE SESSION

Commission Chair Thomas Coward asked for a motion to enter into Executive Session in accordance with 1 M.R.S.A. §405 (6)(D) to discuss NCEU negotiations and revised bargaining guidance.

Commissioner James Cloutier so moved, Commissioner Neil D. Jamieson, Jr., seconded. All Commissioners voted unanimously in favor, 5-0. Commission Chair stated there will be no motion associated with this Executive Session and that they will be adjourning afterward.

Commission Chair Coward asked for a motion to come out of Executive Session Commissioner James Cloutier so moved, Commissioner Neil D. Jamieson, Jr., seconded. They came out of Executive Session at 7:01 pm.

ADJOURN

Commission Chair Thomas Coward asked for a motion to adjourn the meeting. Commissioner Neil D. Jamieson, Jr., moved to adjourn the meeting, Commissioner James Cloutier seconded. All commissioners voted unanimously in favor, 5-0. The meeting adjourned at 7:02 pm.

Next Commissioners' Public Hearing meeting: Monday, March 9, 2020, in the Peter J. Feeney Conference Room, Cumberland County Courthouse, 142 Federal Street, Portland, ME at 5:30 PM.



CUMBERLAND COUNTY SHERIFF'S OFFICE

- Kevin J. Joyce
SHERIFF
- Naldo S. Gagnon
CHIEF DEPUTY

36 county way, Portland, Maine 04102

phone (207)774-1444 – fax (207)828-2373

Staff Report

February 20, 2020

Title: 2020 Ford Police Interceptor Utility AWD Bid for CID (Detectives)

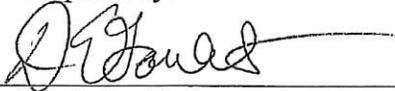
Background: RFP's were sent out in January 2020 and returned in February, for the Ford Police Interceptor Utility AWD. Two bids were received for the 2020 Model, Quirk Auto Group: \$34,180.14 and Casco Bay Ford: \$34,203.00.

Discussion: Ford redesigned the 2020 model year hence the increase in the vehicle costs from 2019 (\$3,350.00 increase). Both bids meet all the specifications in the RFP. Quirk was the lowest bid by \$22.86, however Casco Bay would also charge for delivery of the vehicle to MHQ (vendor who does the set-ups) and the price is included with Quirks (there was no cost given for the delivery charge).

Fiscal Impact: Vehicles to be purchased from 11.106.06.7345. The 2020 vehicle budget allocated \$336,200 for vehicle purchases. The balance remaining for vehicle purchase(s) is, \$302,019.86.

Recommendations: Recommend approval for purchase of one (1) Ford Police Interceptor AWD Utility from Quirk Auto Group (lowest bid), total cost \$34,180.14 from account, 11.106.06.7345.

Prepared by:



Captain Don Goulet

Approved by:



Sheriff Kevin J. Joyce



VENDOR PRICING DATA SHEET

The following information is a requirement to be completed by the vendor.

Item Description	2020 FORD INTERCEPTOR AWD UTILITY
Cost	\$ 34,180.14
Company Name	Quik Ford of Augusta
Company Address	7 WATER ST Hallowell, Me 04347
Contact Person	LEO Chiuine
Email	lchiuine@QuikAuto.com
Telephone	507 430-1621
Delivery Time (after receipt of order)	16-20 weeks
Shipping Charges (if applicable)	None
Payment Terms	Net.

Note: Insert or attach any additional information that the vendor may deem appropriate in response to this RFP

VEHICLE SPECIFICATIONS

1. YEAR

2020

2. BODY STYLE

Utility AWD Unmarked-Detective/Administrative Vehicle

POLICE PURSUIT VEHICLE

3. POWER TRAIN

3.3L V6 FFV AWD Gas 6-Speed Automatic Transmission
Utility Police Interceptor AWD

4. STANDARD FEATURES

- 12-volt power points: Utility - 2 ✓
- 75-mph rear-impact crash tested ✓
- All-Wheel Drive (AWD) ✓
- Alternator - Heavy Duty 220 Amp ✓
- Audio - AM/FM Stereo/Single CD player with MP3 capability, Bluetooth Interface, USB port clock and 4 speakers ✓
- Battery - Dual Heavy Duty (78-Amp-Hr/750 CCA) ✓
- Brakes - 4 Wheel Heavy Duty Disc with Anti-Lock Brake System (ABS)(Police Calibrated)
- Built In Steel Intrusion Plates In both front seat backs ✓
- Climate control - Manual Air Conditioning ✓
- Column shifter ✓
- Cooling system - heavy duty ✓
- Cruise control ✓
- Dome lamp 1st row red/white ✓
- Easy fuel cap less fuel filler ✓
- Electric power-assisted steering - Heavy Duty ✓
- Engine hour meter ✓
- Engine idle meter ✓
- Exterior Key Locks - driver, front passenger and deck Lid/lift gate ✓
- Fuel tank heat shield ✓
- Full-size spare wheel and tire, TPMS ✓
- Headliner - Easy to drop ✓
- Independent front and rear suspensions ✓
- Mirrors - Power side view, manual foldaway with integrated blind spot mirrors ✓
- MyFord with 4.2" color LCD display including digital speed readout in police instrument cluster and center stack smart display ✓
- Power adjustable pedals
- Power door locks §
- Power train mounts - heavy duty §
- Power windows with one-touch up/down driver's side with disable feature §
- Redundant digital speedometer display ✓
- Tail lamps - LED ✓
- Tilt steering column ✓
- Tires - 255/60R18 All-Season BSW *255-57R*
- Transmission - 10 speed automatic (police calibrated) §
- Trunk/Cargo Area - flat load floor §
- Wheels - Heavy duty 1.8" steel 5-spoke §

5. SAFETY & SECURITY

- Anti-Lock Brakes (ABS) with Traction Control S
- Advance Trac with RSC S
- Airbags - Front seat side, plus safety canopy system (side-curtain airbags) and S
- rollover sensor
- Battery saver S
- Child-safety rear door locks S
- Ignition wired trunk release S

6. EQUIPMENT GROUP OPTIONS

- 65U Interior upgrade package ✓
- 88F Seat-Heavy Duty Cloth S
- 66A Front headlamp/Police Interceptor Housing Only ✓ 60A - Included ✓
- 43D Dark car Feature ✓
- 17T Dome Light - Red/white in Cargo Area ✓
- 92R Glass solar tint 2nd row only, privacy glass on rear quarter and liftgate window ✓
- 16D Badge delete ✓
- 65L Wheel covers ✓
- 60A Pre-wiring for grille lamp, siren and speaker ✓
- 87R Rear view camera ✓
- 55F Remote keyless entry fob ✓
- 549 Heated sideview Mirrors ✓
- 59E Keyed Alike-Code: 1435X ✓ & CR VI. 1294X 59C
- 153 Front License Plate Bracket ✓
- 47A Idle Feature with Key Removed ✓
- 52T Class III Trailer Wiring ✓

7. COLORS

- Exterior - - To be determined at time of order - STD color's only ✓
- Interior - Black heavy duty cloth front and rear seats



QUIRK AUTO GROUP
LEO CHICOINE | 207-430-1621

COUNTY OF CUMBERLAND

Vehicle: [Fleet] 2020 Ford Police Interceptor Utility (K8A) AWD



BLACK - NOT BROWN
- NO INTERIOR UPGRADE
- NEW WHEEL COVERS
-



QUIRK AUTO GROUP
LEO CHICOINE | 207-430-1621

Vehicle: [Fleet] 2020 Ford Police Interceptor Utility (K8A) AWD (Complete)

Window Sticker

SUMMARY

[Fleet] 2020 Ford Police Interceptor Utility (K8A) AWD

MSRP:\$40,615.00

Interior:Charcoal Black, Unique HD Cloth Front Bucket Seats w/Cloth Rear

Exterior 1:Medium Brown Metallic

Exterior 2:No color has been selected.

Engine: 3.3L V6 Direct-Injection (FPV)

Transmission: 10-Speed Automatic (44U)

OPTIONS

CODE	MODEL	MSRP
K8A	[Fleet] 2020 Ford Police Interceptor Utility (K8A) AWD	\$40,615.00
OPTIONS		
163	Front License Plate Bracket	\$0.00
16C	1st & 2nd Row Carpet Floor Covering	Inc.
16D	Badge Delete	\$0.00
17T	Switchable Red/White Lighting in Cargo Area	\$50.00
18D	Global Lock / Unlock Feature	\$0.00
43D	Dark Car Feature	\$25.00
44U	Transmission: 10-Speed Automatic (44U)	\$0.00
47A	Police Engine Idle Feature	\$260.00
500A	Order Code 500A	\$0.00
52T	Class III Trailer Tow Lighting Package	\$80.00
55B	BLIS Blind Spot Monitoring w/Cross Traffic Alert	\$545.00
55F	Remote Keyless Entry Key Fob w/c Key Pad	\$340.00
59E	Keyed Alike - 1435x	\$50.00
60A	Grille LED Lights, Siren & Speaker Pre-Wiring	Inc.
65L	18" 5-Spoke Full Face Wheel Covers w/Metal Clips	\$60.00
65U	Interior Upgrade Package	\$390.00
66A	Front Headlamp Lighting Solution	\$895.00
87R	Rear View Camera	\$0.00

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Data Version: 10229. Data Updated: Jan 31, 2020 10:11:00 PM PST.



QUIRK AUTO GROUP
LEO CHICOINE | 207-430-1621

Vehicle: [Fleet] 2020 Ford Police Interceptor Utility (K8A) AWD (✔ Complete)

92R	2nd Row Only Solar Tint Glass	\$85.00
99B	Engine: 3.3L V6 Direct-Injection (FFV)	(\$3,530.00)
BU	Medium Brown Metallic	\$0.00
F6	Charcoal Black, Unique HD Cloth Front Bucket Seats w/Cloth Rear	\$0.00
---	3.73 Axle Ratio	\$0.00
SUBTOTAL		\$39,865.00
Adjustments Total		\$0.00
Destination Charge		\$1,195.00
TOTAL PRICE		\$41,060.00

FUEL ECONOMY

Est City: N/A
Est Highway: N/A
Est Highway Cruising Range: N/A

Price with this spec is only

\$34,180.14

Deal Battery - N/A

*Leo Chicoine
Fleet Sales Mgr
207-430-1621*

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Data Version: 10229. Data Updated: Jan 31, 2020 10:11:00 PM PST.



QUIRK AUTO GROUP

LEO CHICOINE | 207-430-1621

Vehicle: [Fleet] 2020 Ford Police Interceptor Utility (K8A) AWD (✔ Complete)

Technical Specifications

Powertrain

Transmission

Drivetrain	All Wheel Drive	Trans Order Code	44U
Trans Type	10	Trans Description Cont.	Automatic w/OD
Trans Description Cont. Again	N/A	First Gear Ratio (:1)	4.70
Second Gear Ratio (:1)	2.98	Third Gear Ratio (:1)	2.15
Fourth Gear Ratio (:1)	1.77	Fifth Gear Ratio (:1)	1.52
Sixth Gear Ratio (:1)	1.27	Reverse Ratio (:1)	4.87
Clutch Size	N/A	Trans Power Take Off	N/A
Final Drive Axle Ratio (:1)	N/A	Transfer Case Model	None
Transfer Case Gear Ratio (:1), High	N/A	Transfer Case Gear Ratio (:1), Low	N/A
Transfer Case Power Take Off	No	Seventh Gear Ratio (:1)	1.00
Eighth Gear Ratio (:1)	0.85	Ninth Gear Ratio (:1)	N/A
Tenth Gear Ratio (:1)	N/A		

Mileage

EPA Fuel Economy Est - Hwy	N/A	Cruising Range - City	N/A
EPA Fuel Economy Est - City	N/A	Fuel Economy Est-Combined	N/A
Cruising Range - Hwy	N/A		

Engine

Engine Order Code	99B	Engine Type	Regular Unleaded V-6
Displacement	3.3 L/204	Fuel System	Gasoline Direct Injection
SAE Net Horsepower @ RPM	285 @ 6500	SAE Net Torque @ RPM	260 @ 4000
Engine Oil Cooler	Regular Duty		

Electrical

Cold Cranking Amps @ 0° F (Primary)	730	Cold Cranking Amps @ 0° F (2nd)	730
Cold Cranking Amps @ 0° F (3rd)	N/A	Maximum Alternator Capacity (amps)	250

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Data Version: 10228. Data Updated: Jan 31, 2020 10:11:00 PM PST.



QUIRK AUTO GROUP

LEO CHICOINE | 207-430-1621

Vehicle: [Fleet] 2020 Ford Police Interceptor Utility (K8A) AWD (Complete)

Powertrain

Cooling System

Total Cooling System Capacity	N/A
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Data Version: 10220, Data Updated: Jan 31, 2020 10:11:00 PM PST.

CASCO BAY



February 6, 2020

County of Cumberland
Finance Department
Attn: Alex Kimball
142 Federal Street
Portland, Maine 04101

Re: RFP 2020 Ford Interceptor AWD Utility

2020 Ford Police Interceptor Utility AWD
3.3L Gas Engine with 10-Speed Automatic Transmission
All Standard Equipment
All Specifications Met
Including CDROM For Service Manual
Exterior Color and Delivery Location to be decided when placing the order.

If you have any questions, please call.

Sincerely,

A handwritten signature in black ink, appearing to read "Joe Cook".

Joe Cook

VENDOR PRICING DATA SHEET

The following information is a requirement to be completed by the vendor.

Item Description	2020 FORD INTERCEPTOR AWD UTILITY
Cost	\$ 34,203.00
Company Name	Casco Bay Ford
Company Address	1213 Rt 1 Yarmouth, Me 04096
Contact Person	Joe Cook
Email	joecook@cascobayford.com
Telephone	207-846-5577
Delivery Time (after receipt of order)	90-120 Days
Shipping Charges (if applicable)	+
Payment Terms	

Note: Insert or attach any additional information that the vendor may deem appropriate in response to this RFP

VENDOR BACKGROUND AND QUALIFICATIONS

Provide narrative responses to the following questions and provide the necessary documentation for each item listed below.

1. Specify the number of years the vendor has been in business.
2. Provide a chronology of the company's growth, heritage, staff size and ownership structure.
3. Indicate whether the business is a parent or subsidiary in a group of companies.
4. Provide a brief statement of the company's background demonstrating longevity and financial stability.

① Casco Bay Ford has been in business for 57 years.

② We have grown in physical size, sales, and staff. (now about 60 people)
We are in the process of growing again.

③ We are owned by Eric, Peggy & Michael Ciarchetto.

④ Casco Bay Ford has delivered vehicles to Cumberland County for many years.

VEHICLE SPECIFICATIONS

1. YEAR

2020 ✓

2. BODY STYLE *K8A*

Utility AWD Unmarked-Detective/Administrative Vehicle

3. POWER TRAIN *99B/440*

3.3L V6 FFV AWD ~~Gas-6-Speed Automatic Transmission~~ *10 SPD.*
Utility Police Interceptor AWD

4. STANDARD FEATURES

12-volt power points: Utility - 2

75-mph rear-impact crash tested

All-Wheel Drive (AWD)

Alternator - Heavy Duty 220 Amp

Audio - AM/FM Stereo/Single CD player with MP3 capability, Bluetooth interface, USB port clock and 4 speakers

Battery - ~~Dual~~ Heavy Duty (78-Amp-Hr/750 CCA)

Brakes - 4 Wheel Heavy Duty Disc with Anti-Lock Brake System (ABS)(Police Calibrated)

Built in Steel Intrusion Plates in both front seat backs

Climate control - Manual Air Conditioning

Column shifter

Cooling system - heavy duty

Cruise control

Dome lamp 1st row red/white

Easy fuel cap less fuel filler

Electric power-assisted steering - Heavy Duty

Engine hour meter

Engine Idle meter

Exterior Key Locks - driver, front passenger and deck Lid/lift gate

Fuel tank heat shield

Full-size spare wheel and tire, TPMS

Headliner - Easy to drop

Independent front and rear suspensions

Mirrors - Power side view, manual foldaway with integrated blind spot mirrors

MyFord with 4.2" color LCD display including digital speed readout in police

Instrument cluster and center stack smart display

Power adjustable pedals

Power door locks

Power train mounts - heavy duty

Power windows with one-touch up/down driver's side with disable feature

Redundant digital speedometer display

Tail lamps - LED

Tilt steering column

Tires - 255/60R18 All-Season BSW

Transmission - 10 speed automatic (police calibrated)

Trunk/Cargo Area - flat load floor

Wheels - Heavy duty 18" steel 5-spoke

5. SAFETY & SECURITY

- Anti-Lock Brakes (ABS) with Traction Control
- Advance Trac with RSC
- Airbags – Front seat side, plus safety canopy system (side-curtain airbags) and rollover sensor
- Battery saver
- Child-safety rear door locks
- Ignition wired trunk release

6. EQUIPMENT GROUP OPTIONS

- ✓ 65U Interior upgrade package
 - 88F Seat-Heavy Duty Cloth 57D
- ✓ 66A Front headlamp/Police Interceptor Housing Only
- ✓ 43D Dark car Feature
- ✓ 17T Dome Light – Red/white in Cargo Area
- ✓ 92R Glass solar tint 2nd row only, privacy glass on rear quarter and liftgate window
- ✓ 16D Badge-delete
- ✓ 65L Wheel covers
- ✓ 60A Pre-wiring for grille lamp, siren and speaker
- ✓ 87R Rear view camera
- ✓ 55F Remote keyless entry fob
- ✓ 549 Heated sideview Mirrors
- ✓ 59E Keyed Alike-Code:1435X
- ✓ 153 Front License Plate Bracket
- ✓ 47A Idle Feature with Key Removed
 - 52T Class III Trailer Wiring

7. COLORS

- Exterior – – To be determined at time of order
- Interior – Black heavy duty cloth front and rear seats



CUMBERLAND COUNTY SHERIFF'S OFFICE

- Kevin J. Joyce
SHERIFF
- Naldo S. Gagnon
CHIEF DEPUTY

36 county way, Portland, Maine 04102

phone (207)774-1444 - fax (207)828-2373

Staff Report

February 28 2020

Title: 2020 Ford Police Interceptor Utility AWD Bid for Patrol

Background: RFP's were sent out in early February and returned by February 23rd, for the Ford Police Interceptor Utility AWD. Three bids were received for the 2020 model: Quirk Auto Group - \$34,061, Casco Bay Ford - \$34,442, and MHQ - \$34,643.

Discussion: General Motors has announced a "retool" of the Chevy Tahoe in 2020. This process involves actually shutting down the production plant for a prolonged amount of time. Production will not begin until November 2020 and delivery is not expected until April or May of 2021. At this time, salesmen are not able to provide a price, but expect it to be considerably higher than previous years. More importantly, GM has not mentioned a Police Pursuit Vehicle (PPV) as being an option for purchase.

Ford has redesigned the Ford Police Interceptor Utility Vehicle during 2020 with larger wheels and a larger interior than previous model years. Additionally, the Ford Police Interceptor Utility is an All-Wheel Drive (AWD) pursuit rated vehicle.

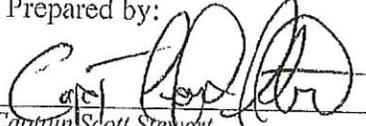
All bids meet all the specifications in the RFP. Quirk was the lowest bid at \$34,061.

Fiscal Impact: Vehicles to be purchased from 11.106.06.7345. The 2020 vehicle budget allocated \$336,200 for vehicle purchases. The difference between the budgeted (anticipated) Tahoe purchase price and the actual Ford purchase price allows non-transferrable equipment to be procured without over expenditures.

Recommendations: Recommend approval for purchase of eight (8) Ford Police Interceptor AWD Utility vehicles from Quirk Auto Group (lowest bid). Total cost \$272,488 from account, 11.106.06.7345.



Prepared by:


Captain Scott Stewart

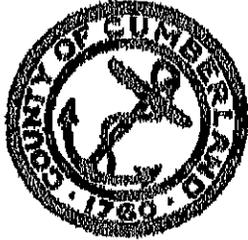
Approved by:


Sheriff Kevin J. Joyee



□ JAIL 50 County Way, Portland, ME 04102 (207) 774-5939 – FAX (207) 879-5600

Cumberland County
Cumberland County



REQUEST FOR PROPOSAL (RFP)

2020 FORD INTERCEPTOR AWD UTILITY

**PROPOSALS DUE BY
12:00 PM, FEBRUARY 23, 2020**

February 4th, 2020

The County of Cumberland seeks written proposals to provide a comprehensive response for the product/services presented below. This Request for Proposal (RFP) states the overall scope of products and services desired, specific functionality, as well as desired vendor qualifications. Included in this request are:

- Vendor Instructions
- Vendor Background and Qualifications
- Bid Specifications
- Vehicle Specifications
- Vendor Pricing Data Sheet

Return Bids To: County of Cumberland
Finance Department
Attn: Alex Kimball
142 Federal Street
Portland ME 04101
207-699-1988

Technical Inquiries: Ben Bourret
Fleet Supervisor
207-774-1444 ext 2175
Fax 207-828-2357

BID SPECIFICATIONS

The Cumberland County Commissioners request bid proposals for **One (1) 2020 Ford Police Interceptor AWD Utility Vehicle 3.9L V6 FFV Pursuit Rated** for the Cumberland County Sheriff's Office. The total number of vehicles could increase or decrease, but RFP is for the 2020 budget year.

1. DESCRIPTION

It is the purpose of these specifications to describe a vehicle to be used in law enforcement work. The vehicle will be operated for long periods of time at normal traffic speeds, with frequent periods of idling. However, the vehicle must also be capable of fast acceleration and high speed performance. For this reason, the vehicle must have an outstanding cooling and braking system and outstanding handling characteristics.

The manufacturer in the selection and engineering of components will use materials and design practices that will produce the best vehicle in the industry, for the type of operation to which the vehicle is to be subject. Component parts and design shall be of the quality that will give maximum performance, durability and safety, and not merely meet minimum requirements of this specification.

The vehicle shall in all respects meet or exceed all requirements of the Federal Government and the County for the model year bid. The vehicle shall include all standard equipment normally sold and marketed to the retail public, unless specifically deleted by request.

Definition of terms relative to this specification and law enforcement vehicles are defined in "terms of definitions for police patrol cars and/or special services vehicle", law enforcement standards program dated May, 1974, Stock Number 2700-00252, available Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402.

2. WARRANTY

Manufacturer's standard warranty to apply: Three years/36,000 mile bumper to bumper

3. REPAIR PARTS

It shall be the responsibility of the dealer and the manufacturer supplying the vehicles purchased to maintain an adequate stock of all regular and special parts in the area of fleet operation. A system must be in place for expediting the procurement of "hard to get" items.

One (1) Shop Manual is required at the time of delivery and is to be included in bid.

4. SERVICES AND DELIVERY

Delivery location will be determined at the time of purchase.

Dealer preparation, conditioning and full service required prior to delivery.

VEHICLE SPECIFICATIONS

1. YEAR

2020

2. BODY STYLE

Utility AWD Unmarked--Detective/Administrative Vehicle

3. POWER TRAIN

3.3L V6 FFV AWD Gas 10-Speed Automatic Transmission
Utility Police Interceptor AWD

4. STANDARD FEATURES

12-volt power points: Utility - 2

75-mph rear-impact crash tested

All-Wheel Drive (AWD)

Alternator - Heavy Duty 220 Amp

Audio - AM/FM Stereo/Single CD player with MP3 capability, Bluetooth
Interface, USB port, clock and 4 speakers

Battery - Dual Heavy Duty (78-Amp-Hr/750 CCA)

Brakes - 4 Wheel Heavy Duty Disc with Anti-Lock Brake System (ABS)(Police
Calibrated)

Built In Steel Intrusion Plates in both front seat backs

Climate control - Manual Air Conditioning

Column shifter

Cooling system - heavy duty

Cruise control

Dome lamp 1st row red/white

Easy fuel cap less fuel filler

Electric power-assisted steering - Heavy Duty

Engine hour meter

Engine idle meter

Exterior Key Locks - driver, front passenger and deck Lid/Lift gate

Fuel tank heat shield

Full-size spare wheel and tire, TPMS

Headliner - Easy to drop

Independent front and rear suspensions

Mirrors - Power side view, manual foldaway with integrated blind spot mirrors

MyFord with 4.2" color LCD display including digital speed readout in police
instrument cluster and center stack smart display

Power adjustable pedals

Power door locks

Power train mounts - heavy duty

Power windows with one-touch up/down driver's side with disable feature

Redundant digital speedometer display

Tail lamps - LED

Tilt steering column

Tires - 255/60R18 All-Season BSW

Transmission - 10 speed automatic (police calibrated)

Trunk/Cargo Area - flat load floor

Wheels - Heavy duty 18" steel 5-spoke

VENDOR PRICING DATA SHEET

The following information is a requirement to be completed by the vendor.

Item Description	2020 FORD INTERCEPTOR AWD UTILITY
Cost	\$ 34,061.00
Company Name	Bank Ford Leasing
Company Address	7 WINDY ST HULLAND, ME 04330
Contact Person	LEO CHICONE
Email	LChicone@BankFord.com
Telephone	207 430-1621
Delivery Time (after receipt of order)	150 days max <i>ford very slow!</i>
Shipping Charges (if applicable)	
Payment Terms	Net. 10 Days

Note: Insert or attach any additional information that the vendor may deem appropriate in response to this RFP

VENDOR PRICING DATA SHEET

The following information is a requirement to be completed by the vendor.

Item Description	2020 FORD INTERCEPTOR AWD UTILITY
Cost	\$ 34,442.00
Company Name	Casco Bay Ford
Company Address	1213 Rt 1 Yarmouth, Me 04096
Contact Person	Joe Cook
Email	joe.cook@casco-bay-ford.com
Telephone	207 846 5577
Delivery Time (after receipt of order)	90-120 Days
Shipping Charges (if applicable)	
Payment Terms	

Note: Insert or attach any additional information that the vendor may deem appropriate in response to this RFP

VENDOR PRICING DATA SHEET

The following information is a requirement to be completed by the vendor.

Item Description	2020 FORD INTERCEPTOR AWD UTILITY
Cost	\$34,643.00 *This price is valid until 4/1/31 to meet Fords Model Year 2020 Ford Interceptor Utility final order due date.
Company Name	MHQ
Company Address	401 Elm St Marlborough, MA 01752
Contact Person	Kris Wright
Email	kwright@mhq.com
Telephone	508-573-2618
Delivery Time (after receipt of order)	<i>The present factory lead time from Ford is 20-22 weeks, MHQ currently has MY 2020 Ford Interceptors on order and has some limited ability to alter these orders to meet CCS specs which can significantly reduce delivery time.</i>
Shipping Charges (if applicable)	N/A
Payment Terms	Net 30; No Early Discounts

Note: Insert or attach any additional information that the vendor may deem appropriate in response to this RFP

STAFF REPORT
County of Cumberland
03-03-20

TITLE: CCRCC -Harrison Communications Contract

COUNTY MANAGER COMMENT:

BACKGROUND:

The Town of Harrison has signed a 3-year contract renewal, July1, 2019 through June 30, 2022

DISCUSSION

FISCAL IMPACT:

Annual 3% increase

RECOMMENDATION:

The Communications Director recommends the Commissioners' approval of the enclosed 3-year Emergency Communications contract with the Town of Harrison.

William Holmes

Signature

Emergency Communication Director

2. Term of Members The term of Board of Directors Members shall be three (3) years, except that one-third (1/3) of the initial committee shall be elected for a one-year term, one-third (1/3) for a two-year term and one-third (1/3) for three-year term. One-third of the members shall be appointed or re-appointed each year. Any representative may be appointed to successive terms without limit. The term of the initial committee members shall be determined by random selection. The same procedure will apply to all non-voting members.

3. Vacancies. Any vacancy on the Board shall be filled within 30 days after the vacancy occurs. The officials from the Town / Agency which the member represents make the appointments. An appointee to a vacancy shall serve until the expiration of the term of his / her predecessor and may be re-appointed.

B. Law Enforcement Committee. A law enforcement committee, comprised of representatives of each law enforcement agency served by the CCRCC will be established and shall have the responsibility and authority to promulgate policy and procedures for complete oversight of the teletype system and its usage. The Communications Director shall be responsible for maintaining training and certification of all communications officers to ensure compliance with all state regulations pertaining to the teletype system.

C. Technical Committee. A technical committee will be established to provide assistance to the Communications Department in the area of current technology and advice on future enhancements. The technical committee, comprised of individuals with expertise in communications such as radio, computers and diversified communications skills, operates on an as needed basis as scheduled by the Communications Director.

D. Acquisition, holding and disposal of Real and personal property. Any real and personal property acquired or used in the performance of this contract shall be the Property of Cumberland County. As such, acquisition, use and disposal of such property shall be in accordance with policies and procedures of Cumberland County.

E. Authority of the County Commissioners. This agreement shall not limit the County Commissioners' power to contract with other political subdivisions, quasi-municipal corporations, agencies or other enterprises to perform the services specified in this agreement, nor shall it restrict or curtail any authority otherwise bestowed by law upon the County Commissioners.

F. Indemnity. The County agrees to indemnify and hold harmless the Town from any and all liability, loss or damage arising out of the County's performance or failure to perform any of its obligations set forth in this agreement. The County further agrees to defend any claims brought or actions filed against the Town with respect to the County's performance or nonperformance of this agreement, whether such claims or actions are rightfully or wrongfully brought or filed.

The Town agrees to indemnify and hold harmless the County from any and all loss, liability or damage arising out of the Town's performance or failure to perform any of its obligations set forth in this agreement. The Town further agrees to defend the any claims brought or actions filed against the County with respect to the Town's performance or nonperformance of this agreement, whether such claims or actions are rightfully or wrongfully brought or filed.

G. Costs.

The Town agrees to pay the County \$20,066.00 for emergency communications service from July 1, 2019 to June 30, 2020.

The Town agrees to pay the County \$ 20,666.00 for emergency communications service from July 1, 2020 to June 30, 2021.

The Town agrees to pay the County \$21,294.00 for emergency communications service from July 1, 2021 to June 30, 2022.

This contract is based on a per capita fee of \$7.35 for 2019 / 20, \$7.57 for 2020/ 21 and \$7.80 for 2021 / 22 using a population of 2730.

H. ENTIRE AGREEMENT

This instrument embodies the entire agreement of the parties and may not be amended or changed unless in writing executed by all parties. There are no promised terms, conditions, or obligations other than those contained herein; and this Agreement shall supersede all previous communications, representations or agreements, either verbal or written, between the parties hereto.

IN WITNESS WHEREOF, the TOWN of HARRISON, By order duly adopted by its Selectmen, Town Manager or Council, has caused this Agreement to be signed by the Selectmen, Town Manager or Council and the COUNTY OF CUMBERLAND, by order of the County Commissioners, has caused this Agreement to be subscribed by the Chairman of said Board and the seal of said board to be affixed thereto and attested by the Clerk of said Board, all as of the day and year first above written.

By: _____
Jim Gailey, County Manager

By: Tim Pellerin
Town of HARRISON
It's Authorized Representative

Date: _____

01/27/20
Date:

STAFF REPORT
County of Cumberland
03-04-20

TITLE: CCRCC –North Yarmouth Communications Contract

COUNTY MANAGER COMMENT:

BACKGROUND:

The Town of North Yarmouth has signed a 3-year contract renewal, July 1, 2020 through June 30, 2023

DISCUSSION

FISCAL IMPACT:

Annual 3% increase

RECOMMENDATION:

The Communications Director recommends the Commissioners' approval of the enclosed 3-year Emergency Communications contract with the Town of North Yarmouth.

William Holmes

Signature

Emergency Communication Director

2. Term of Members The term of Board of Directors Members shall be three (3) years, except that one-third (1/3) of the initial committee shall be elected for a one-year term, one-third (1/3) for a two-year term and one-third (1/3) for three-year term. One-third of the members shall be appointed or re-appointed each year. Any representative may be appointed to successive terms without limit. The term of the initial committee members shall be determined by random selection. The same procedure will apply to all non-voting members.

3. Vacancies. Any vacancy on the Board shall be filled within 30 days after the vacancy occurs. The officials from the Town / Agency which the member represents make the appointments. An appointee to a vacancy shall serve until the expiration of the term of his / her predecessor and may be re-appointed.

B. Law Enforcement Committee. A law enforcement committee, comprised of representatives of each law enforcement agency served by the CCRCC will be established and shall have the responsibility and authority to promulgate policy and procedures for complete oversight of the teletype system and its usage. The Communications Director shall be responsible for maintaining training and certification of all communications officers to ensure compliance with all state regulations pertaining to the teletype system.

C. Technical Committee. A technical committee will be established to provide assistance to the Communications Department in the area of current technology and advice on future enhancements. The technical committee, comprised of individuals with expertise in communications such as radio, computers and diversified communications skills, operates on an as needed basis as scheduled by the Communications Director.

D. Acquisition, holding and disposal or Real and personal property. Any real and personal property acquired or used in the performance of this contract shall be the Property of Cumberland County. As such, acquisition, use and disposal of such property shall be in accordance with policies and procedures of Cumberland County.

E. Authority of the County Commissioners. This agreement shall not limit the County Commissioners' power to contract with other political subdivisions, quasi-municipal corporations, agencies or other enterprises to perform the services specified in this agreement, nor shall it restrict or curtail any authority otherwise bestowed by law upon the County Commissioners.

F. Indemnity. The County agrees to indemnify and hold harmless the Town from any and all liability, loss or damage arising out of the County's performance or failure to perform any of its obligations set forth in this agreement. The County further agrees to defend any claims brought or actions filed against the Town with respect to the County's performance or nonperformance of this agreement, whether such claims or actions are rightfully or wrongfully brought or filed.

The Town agrees to indemnify and hold harmless the County from any and all loss, liability or damage arising out of the Town's performance or failure to perform any of its obligations set forth in this agreement. The Town further agrees to defend the any claims brought or actions filed against the County with respect to the Town's performance or nonperformance of this agreement, whether such claims or actions are rightfully or wrongfully brought or filed.

G. Costs.

The Town agrees to pay the County \$ 27,587.00 for emergency communications service from July 1, 2020 to June 30, 2021.

The Town agrees to pay the County \$28,407.00 for emergency communications service from July 1, 2021 to June 30, 2022.

The Town agrees to pay the County \$29,207.00 for emergency communications service from July 1, 2022 to June 30, 2023.

This contract is based on a per capita fee of \$7.57 for 2020/ 21 and \$7.80 for 2021 / 22 and \$8.03 for 2022-/ 23 using a population of 3565. The contract will have an annual escalator of 3%. The contract fees also include a \$600.00 annual I Am Responding license.

H. ENTIRE AGREEMENT

This instrument embodies the entire agreement of the parties and may not be amended or changed unless in writing executed by all parties. There are no promised terms, conditions, or obligations other than those contained herein; and this Agreement shall supersede all previous communications, representations or agreements, either verbal or written, between the parties hereto.

IN WITNESS WHEREOF, the TOWN of NORTH YARMOUTH By order duly adopted by its Selectmen, Town Manager or Council, has caused this Agreement to be signed by the Selectmen, Town Manager or Council and the COUNTY OF CUMBERLAND, by order of the County Commissioners, has caused this Agreement to be subscribed by the Chairman of said Board and the seal of said board to be affixed thereto and attested by the Clerk of said Board, all as of the day and year first above written.

By: _____

Jim Galley

Cumberland County Manager

Date: _____

By: *Rosemary E. Gray*
Town of NORTH YARMOUTH
It's Authorized Representative

February 1, 2020
Date:



CUMBERLAND COUNTY COMMISSIONERS

POSITION PAPER OF THE COUNTY MANAGER

Date: March 9, 2020

Subject: Recreation Board of Trustees Recommendation – Hockey Bench Swap

The Maine Mariners have brought forth a request to modify the dasher boards at the Cross Insurance Arena. The modification would entail the flipping of the team benches from the Free Street side to the Spring Street side of the building. There are a number of reasons for this to happen.

1. It is uncommon throughout professional hockey to have the team benches on the opposite side of the locker rooms.
2. This requires both team's coaches and training personnel to walk across (in dress shoes) the ice to get to their bench.
3. The current configuration requires teams to cross each other at the end of each period/game, creating an opportunity for issues to occur.
4. Trainers and medical staff are at a disadvantage being across the ice from medical equipment, facilities and additional professional staff.
5. Equipment managers are at a disadvantage of being across the ice from essential equipment to keep players on the ice during the game (skate repair/sharpening, drying of player's gloves, other necessary in-game equipment repair).
6. New setup would allow the visiting team to exit as they do today, while the home hockey team would exit from the back of their bench to their locker room.

The proposal to swap the benches and penalty boxes provides for a one-for-one swap, with minor concrete (16' x 14" x 26") work to make the change. Minor changes to the dasher boards will be required.



Concrete to be removed

Suites

The attached map shows the current bench and scorer's table located within an area of just under 58-feet wide. The penalty box area is located within an area of 64-feet wide. It should be noted that the 64-feet also includes the "D1 suite" and the "F1 suite". There would be an opportunity to enlarge both benches by approximately 3-feet by moving the benches to the 64-foot space. The penalty boxes will move to the 58-foot space, each split by the existing scorer's table, which will remain as it is today.

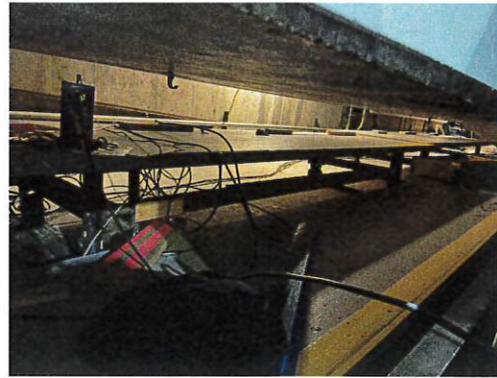
As previously mentioned, the D1 and F1 suites will be modified as part of the plan. The suites are used for contract fulfillment and used for about 80% of the building's events. There are 28 seats with bar tables currently in D1 and F1. Of the 80%, the center ice room underneath the stands is used roughly 5 to 6 times a year primarily for Mariners and UMaine games. The room is primarily used for birthday parties.



Current F1 Suite

New Suite / Beer Garden

The new suite seating will be relocated with the penalty boxes across the ice. Due to the configuration on the Free Street side, the seating will increase to 32 with no bar tables. It is currently being discussed the type of chair that will be placed in the new area. The Arena currently has retractable bench extensions stored under the stands for most part of the year, but are used to add two rows of seating capacity during special events in the arena. These extensions will be modified and permanently used to fill in void areas left on either side of the penalty boxes and will allow suite seating to be installed.



Platforms on metal staging slide from underneath the stands into team bench areas. View from the back of the scorer's table.

In addition, arena staff have been testing out the popularity of a Loge in Section AA. The folding bleachers in Section AA can be closed and bar tables and chairs occupy the area. This could create a gathering area of upwards of 70 people for different types of functions/gatherings. If the area is not sold for a function, there is the ability for staff to create a beer garden atmosphere for patrons of the event.

Ticket Holders

No fixed seats will be impacted by the project. There are no reasons for Mariner Season ticket holders to move seats. Some seats will have improved views. On December 10, 2019, the Maine Mariners sent out an email to their season ticket holders announcing the proposal, giving them the opportunity to move their seats if they so wished. A recent call to the Mariners office inquired about the number of season ticket holders who are disgruntled about the move. A total of three have expressed concern, with two of the three relocating their season tickets elsewhere (as of 2-19-2020).

Timeline

The Maine Mariners desired timeline for this project to happen is mid-June, a week after the last show. It is estimated that the concrete work will take one-week and the dasher boards will be installed throughout the month of July. No shows will be impacted.

Cost

The total project is estimated to be between \$13,000 and \$15,000 with concrete work, labor and new dashers/tempered glass. The Maine Mariners will be funding the improvement as described with oversight of the Arena's Operations Manager and the County's Director of Facilities.

Pending Issues

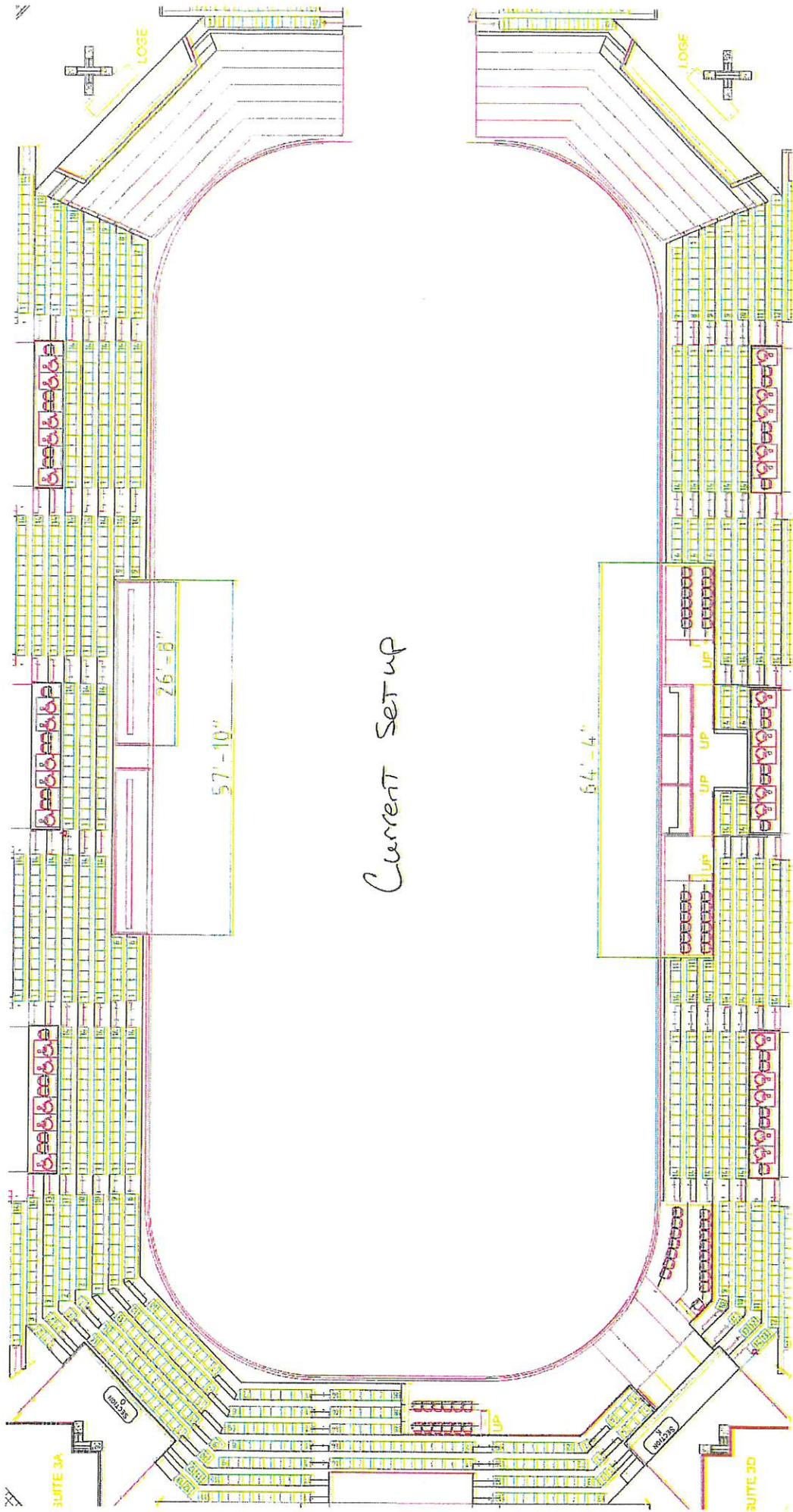
The Maine Mariners and arena staff have thought this transition out thoroughly. The missing bit of information at the time of writing this memo is the commitment by the Maine Mariners to reestablish a premium seat experience on the Free Street side. The current suite configuration on the Spring Street side will be unusable for the new Free Street suites. Acceptance of responsibility is currently pending.

Trustee Recommendation:

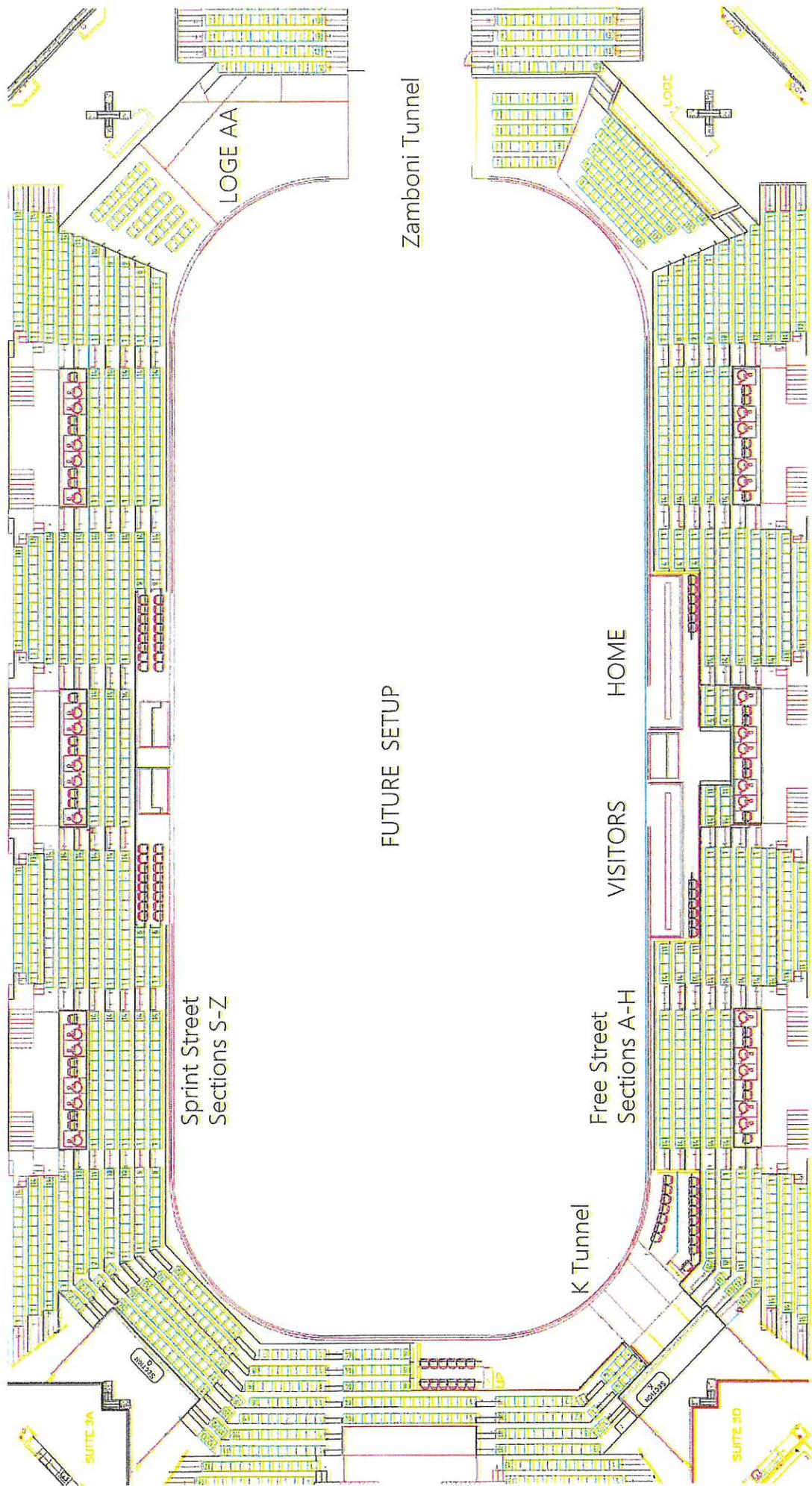
The Cumberland County Recreation Board of Trustees reviewed the proposal and ultimately made a recommendation to accept the Maine Mariners request to flip the benches from one side of the ice to the other side, contingent upon the Maine Mariners paying for the work for the proposed improvements.

Motion: Approve the request from the Maine Mariners to switch the benches from the Free Street side to the Spring Street side of the arena, contingent on the Maine Mariners funding the improvements.


County Manager



Current Set up



Maine
Cumberland County

**CUMBERLAND COUNTY COMMISSIONERS
POSITION PAPER OF THE COUNTY MANAGER**

Date: March 9, 2020

Subject: Amending Commissioner By-Laws

Position:

In December, the County Commissioners voted to authorize the County Manager to begin the process in changing from a calendar year budget to a fiscal year budget (July – June). Since the vote staff has notified town/city managers and mayors/chairs of each community in Cumberland County. Staff have fielded a number of calls for budgeting clarification from the towns over the last month.

To codify the change, staff brings forward a request to amend the Commissioners By-Laws dated December 2011. The Charter references the By-Laws for the governance of when the County's budget year shall be. By amending the By-Laws, the Commissioners are establishing policy that come July 1, 2021 the County will be changing to a fiscal year.

County Charter Chapter 5 Finance, Section 5.2 states "Fiscal Year: The fiscal year of the County shall be determined in the Bylaws."

County Commissioner Bylaws Chapter 5 Finance, Section 5.2 states "Fiscal Year: The fiscal year of the County shall be January 1 to December 31."

Suggested Amendment:

County Commissioner Bylaws Chapter 5 Finance, Section 5.2 states "Fiscal Year: The fiscal year of the County shall be ~~January 1 to December 31~~ July 1st to June 30th."

The transition year is January 1, 2021. The creation of a 6-month budget for January 1, 2021 to June 30, 2021. Subsequently a 12-month budget will be created covering July 1, 2021 to June 30, 2022. The 6-month budget will be pro-rated over one to five years

dependent upon the wishes of individual municipalities. The prorated budget will be included in the annual fiscal year Warrant until such time the 6-month budget is fully funded.

The By-Laws require two readings for amendments to take effect. We request first reading on February 10th and the second reading on March 9th.

Recommendation:

First reading approved on 2/10/2020 with second reading and final action on 3/9/2020.



County Manager

Maine
Cumberland **County**

CUMBERLAND COUNTY COMMISSIONERS
POSITION PAPER OF THE COUNTY MANAGER

Date: March 9, 2020

Subject: Authorization to Suspend Non-Union Personnel Policy (if warranted)

Staff is currently working to implement proactive measures to combat the COVID-19 virus. Last week, I met with a number of staff members and staff from the State of Maine Courts to initiate early discussions on what we should be doing proactively around our workplace. Part of the discussion was around what it would look like if we needed to close the courthouse. A good introduction to what we should expect.

One item has come from the departments of Finance and Human Resources is the possibility employees could be affected by the virus. We have over 400 employees who all have their own personal lives and all have different ways of handling their benefits/time off. There may be an instance where the County is going to need to suspend area(s) of the Non-Union Personnel Policy to adapt to the impacts we are facing related to COVID-19.

To gain the greatest flexibility and address issues as they arise, I ask the County Commissioners to provide the County Manager the authority to suspend portions of the Personnel Policy in order to quickly adapt to issues caused by COVID-19. The emergency request is dependent upon the County Manager giving advance notice to the Commissioners of the proposed changes. A set period, ending July 1, 2020 would be the timeframe of this request. Any additional time would be subject to review and re-authorization by the Commissioners.

I hope this would be acceptable to the Commissioners. Staff's concern is that waiting upwards of a few weeks or a month for the next Commissioners meeting may be a barrier for staff to do their work.


County Manager