

**Cumberland County Community Development Program
2016 CDBG General Program Application
Community Cover Page**

Project Title Learning Center Handicap Accessible Elevator

Lead Community Long Island

Additional Communities _____

Contact Information Name Barbara Powers, Superintendent

Address 33 Fern Avenue, Long Island, ME 04050

Email Bspowers1951@gmail.com Tel 207-831-2914

Program Category

Public Infrastructure/Facility X Downtown Revitalization _____

Housing _____ Economic Development _____

CDBG "National Objective"

Low/Moderate Income: Area-Wide X Limited Clientele _____

Direct Benefit: Presumed Group All island residents (Identify Group)

Slum/Blight: Area-Wide _____ Spot Basis _____

Amount of CDBG Funds Requested \$50,150.00

Total Estimated Project Cost \$115,740.00

Name of Authorized Official Marie Harmon, Select Board Chair

Signature of Authorized Official *Marie Harmon*

1. PROVIDE A BRIEF SUMMARY OF THE PROPOSED PROJECT

This application is for support of a handicapped accessible elevator for Long Island's Learning Center. The Learning Center is attached to the Island School and includes a public multi-purpose room and the Community Library on the ground floor. It is currently the only public building on Long Island that is available for year round use for group meetings and activities. The Long Island community built the Learning Center in 2003 with donated funds and grants.

The original building committee included the cost of a full basement. It was an important consideration for future optimal facility use, especially as an emergency shelter for all island residents. At the time of construction, however, there was not enough funding to install an elevator to access the basement level of the building, so a narrow stairway remains the only option the only access and egress option.

The building committee actually had the architect design a space for an elevator, and construction of an elevator shaft was completed at an additional cost of \$42,000 to the Town. The funding necessary for the actual elevator, however, proved too burdensome.

The basement level presently provides storage for the Long Island Historical Society's archives, medical equipment, library supplies and materials, recreation department equipment, and several Island non-profits. While Long Island's primary hope is that it will become the designated Island shelter, and an emergency generator has been installed in preparation, at this point only shelter materials and supplies are stored there due to the access and egress issue.

The citizens of Long Island narrowly passed a CIP motion in 2015 for procuring significant bond funds towards the elevator installation and the project was awarded to Pine State Elevator. This application is requesting the funds necessary to purchase the actual elevator equipment so that the entire project can be completed this year and the town's bond commitment, which did not fully cover the full cost, can be somewhat decreased.

Looking further into the future, the Selectmen also hope that the space can eventually address some of the needs of the Island's elderly population with an accessible elevator. Long Island has a large percentage of elderly residents who live in older homes without handicap support capability. Plans for the space include a medical outreach room and large handicap bathroom to aid with elder care so residents can remain in their homes as long as possible.

2. PROVIDE A RESPONSE TO THE FOUR QUESTIONS BELOW DEFINING AND JUSTIFYING THE NEED FOR THE ACTIVITY.

- a. Convey the magnitude and severity of the issue to be addressed.

At this point in time the Long Island Learning Center is the only building available in the Town for year round meetings and large group activities and is the only potential space for an emergency shelter. The Learning Center, which was a large addition to the schoolhouse, was planned with the intent of being available for use by the entire community. A full basement was constructed and partially finished with the expectation of eventually being fully accessible with the installation of an elevator.

The basement includes over 4000 square feet and has been tentatively approved by the Red Cross as the Island Shelter pending installation of a handicapped accessible elevator. The Town received a major grant of \$45,842.83 through Homeland Security (2007) and funding from the Selectmen's contingency fund (\$7500.00) to install a generator, which powers the entire Learning Center and School. This was a major step toward creating a space suitable for the shelter. During storms, which include high winds, the Island often loses power as well as access to fresh water. The Learning Center is available to the community as a heated space with access to electricity and water. The basement, however, is not yet available for full shelter occupancy due to the lack of handicap access. The basement is presently used as storage for emergency equipment and medical supplies, but cannot be fully utilized until the elevator is installed. In case of a serious weather emergency, it is important that the community could shelter in the security of the basement space.

- b. Identify the total number of people affected by the issue. Out of the total number of people affected, identify the number of people from low/moderate income households.

The Town of Long Island has an approximate year round population of 240 and Summer population of 1500. Both groups use the Learning Center extensively. Long Island was deemed a LMI block group and was awarded a Community Distress Score of 10, with a LMI percentage of 66.67%.

- c. Describe to what extent the project makes in the long-term measurable difference in the economic and social health of the region.

The basement space is presently used by many Town groups for storage. This includes the Historical Society archives, the School, the Library, the Recreation Department, Fire and Rescue, and several non-profit groups. All of these entities need to carry materials and supplies up and down staircases, risking injury and unnecessary strain for their

volunteer (often elderly) members. The elevator will make access much easier for each of these groups.

Even with the amount of material stored in the basement, there is still a large open area that could be used for multiple purposes with approved occupancy. The School would like to use the space for inside recess and physical exercise, as would several other Island groups. The School would also like to use the space for art activities that require more than classroom space. The Fire and Rescue would like to use the space for training. The available space is large enough to encompass future planning for many Island needs as well as provide appropriate space when the availability of an emergency shelter is paramount.

d. Construction related activities: Convey how the project relates to the community's long-range planning and capital improvement needs.

As the Town begins planning for future concerns, it has identified several needs of our elderly community members. We have a population of residents either nearing retirement or over sixty-five of approximately 60%. Living on an Island accessible only by boat creates many hardships dealing with medical issues, particularly for our elderly population. At this time the Island does not have an available space for medical care or an on Island clinic. Access by elevator to the basement space would allow planning to begin for a satellite medical facility, including installation of a large handicap bathroom available to our older population and those recovering from medical situations and injuries. The Town's housing stock is also aging and often does not have adequate handicap access to facilitate recovery. The additional space made available by the elevator also could include room for exercise equipment to be used in physical therapy. In addition to meeting emergency shelter needs for the Island, this space made available by the elevator would aid in keeping the elderly population in their homes as long as possible.

3. PROVIDE A RESPONSE TO THE THREE QUESTIONS CONCERNING MANAGEMENT OF THE PROPOSED ACTIVITY.

- a. Define who will manage the grant funded project and how they will manage it.

Angus MacDuffie, Vice President of Pine State Elevator, and a summer resident of Long Island, will oversee project management and construction oversight. At the completion of the project, the installation will be inspected and approved by another local elevator firm. The Treasurer of Long Island and members of the Select Board will have oversight of all financial aspects, including town approved bond money. School Superintendent Barbara Powers will oversee the overall project.

- b. Explain the experience of the applicant in undertaking projects of similar complexity.

The Town of Long Island has a strong history of community-based projects built with a combination of grants and donated funds. The Learning Center itself was built entirely through local fund raising efforts amounting to \$947,000. Of that sum, only \$32,000 was approved by the taxpayers through a CIP bond.

The Town of Long Island is also experienced in identifying appropriate local contractors to complete work projects that meet high standards of completion. Through the RFP process, Long Island is always pleased to award projects to firms with connections to the Island, as is the case with Pine State Elevator.

- c. Demonstrate that an ongoing commitment exists to continue the maintenance and operation of the facility.

The Learning Center facility, including the basement area, falls under school budget operational accounts. For example, the School budgets for all operating expenses, including maintenance, the Long Island's Emergency Management Director will assume shared responsibility for shelter oversight and act as the liaison with the Red Cross.

4. DEMONSTRATE THAT THE PROJECT IS READY TO PROCEED.

The original design for the Learning Center included space for an elevator shaft. The shaft was part of the architectural design of the building at an additional cost of \$42,000. (Please refer to attached blueprint.) The Town approved a CIP bond that will partially cover the costs of installation of the elevator and is ready to proceed with the issuing of the bond. The School sought estimates, and received and approved a successful bid from Pine State Elevator Company. We have a firm commitment from Pine State Elevator to begin the project in June.

One impediment to project initiation would be timing of the project, which needs to coincide with the summer school break and around summer activities planned by the Library. Another concern will be timely arrival of the elevator components, including scheduling the barge.

Type of Funding	Match Amount	Source of Match	How is the match calculated?	Is the match secured? Please circle yes or no.	If yes, please attach relevant documentation. ¹	If no, please outline and attach future steps to secure match. ²
Cash	Municipal Cash	\$ 65,590	CIP Bond	All non-materials expenses	<input checked="" type="radio"/> Yes <input type="radio"/> No	Minutes from May 2015 Town Meeting.
	Other Cash	\$			Yes / No	
	Other Cash	\$			Yes / No	
	Other Cash	\$			Yes / No	
In-Kind/ Donation	Municipal In-Kind & Donation	\$			Yes / No	
	Other In-Kind & Donation	\$ 42,000*			Yes / No	
	Other In-Kind & Donation	\$ 45,843**			Yes / No	
	Other In-Kind & Donation	\$			Yes / No	
TOTAL MATCH		\$ 153,433				

¹ Please feel free to attach up to 1 page of additional documentation demonstrating secured match.

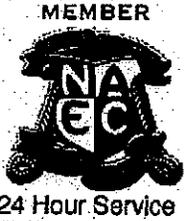
² Please feel free to attach up to 1 page explaining the future steps that will be taken to secure matches.

* Learning Center Building Committee raised funds to include the elevator shaft. See attached blueprint.

** Homeland Security Grant (2007) for the generator.

Appendix IV: Budget - Question 5

<u>Construction Projects</u>				
Cost Category	CDBG Funds	Municipal Funds	Other Funds	Total
Design/Engineering				
Land Costs				
Materials/Supplies	50,150			
Construction Costs		64,390		
Project Management		1,200		
Other				
1.				
2.				
3.				
4.				
Total Costs	50,150	65,590		
Provide the basis for determination of budget amounts: See attached				



Pine State Elevator Company

230 ANDERSON STREET, PORTLAND, MAINE 04101

PORTLAND

(207) 773-7206

FAX: (207) 773-4914

1-800-627-9706

ESTABLISHED 1950

www.pinestateelevator.com

Maine • New Hampshire • Vermont • Massachusetts

November 5, 2015

Long Island School

RE: School Library installation:

Ms. Powers:

Pine State Elevator submits a price of ONE HUNDRED FIFTEEN THOUSAND SEVEN HUNDRED FORTY DOLLARS (\$115,740.00) TAX EXCLUDED to furnish and install the elevator and the associated work.

The material break out for this work is as follows:

Elevator Material: \$29,000.00

Freight: \$3,200.00

Barge: \$1,400.00

Subtotal: \$33,600.00

Hoistway Material: \$5,950.00

Plumbing Material: \$5,800.00

Electrical Material: \$4,800.00

Total: \$50,150.00

If you have any questions please let me know.

Sincerely;

Angus J. McDuffie

Vice President



Pine State Elevator Company

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24 Hour Service

ESTABLISHED 1950

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Maine • New Hampshire • Vermont • Massachusetts

September 8, 2015

Town of Long Island

P.O. Box 263

Long Island, ME 04050

RE: Elevator installation at Long Island Library

Gentlemen:

Pine State Elevator submits a price of ONE HUNDRED FIFTEEN THOUSAND SEVEN HUNDRED FORTY DOLLARS (\$115,740.00) TAX EXCLUDED to furnish and install the elevator and the associated work per the attached scope.

Elevator:

- Quantity:1
- Manufacturer: Canton Elevator
- Capacity: 2000 lb
- Type: holeless single stage
- Speed: 40 fpm average
- Stops: 2 stop inline
- Travel: 12'-0" or less
- Door size: 3'-0" wide by 7'-0" high
- Door type: side slide single speed
- Oil: standard petroleum based
- Motor: 10 hp 1 PHASE
- Hoistway door finish: baked enamel
- Cab: Stainless steel faced wood core walls, Stainless steel downlight ceiling, stainless steel return, stainless steel faced car door, handrail on rear wall, finished floor by others
- VCT car flooring
- ADA phone
- Moving pads & hooks
- Fire service phase 1 & 2 (smoke detectors by others)
- Infra-red curtain door protection
- Seismic zone 2 compliant
- Warranty & Service: 1 year from date of State Elevator inspection

Hoistway work:

- Remove existing floors & ceiling
- Open rough openings for elevator doors then block in
- New wall at back of hoistway fire rated 2 layers of 5/8" sheetrock mudded & taped
- New ceiling in hoistway 2 layers of 5/8" sheetrock mudded & taped
- Sheetrock upper walls
- Install blocking
- Install pit ladder
- Install sump pump cover
- 4" x4" sill angles

Machine room:

- 90 minute fire rated door with closure and storage room lockset
- New ceiling
- Machine room vent with fire damper
- Fire extinguisher

Plumbing: (Gerber Plumbing was carried as our subcontractor)

- New 3000 gal hr sump pump copper piped in hoistway, pvc outside hoistway at plumbers option to the outside location to be determined within 30' (**Note we assumed there is a sump pump pit large enough**)
- Repipe drains in machine room ceiling

Electrical: (Seacoast Electric was carried as our subcontractor)

- 240 v fused disconnect
- 110 volt fused disconnect
- GFI outlet in machine room
- New light mounted on side wall in machine room with switch
- Dedicated phone line from main panel -- **owner required to get line**
- Change heat detector to smoke detector in machine room for fire recall
- Generator transfer switch wiring and 110 circuit for generator signal to elevator
- Pit light & switch
- Power for sump pump
- GFI outlet in pit
- Lighting in front of basement elevator door on motion sensor
- Smoke detector for fire recall in front of each door

Assumptions:

- We assume there is a sump pump of sufficient size in the elevator pit
- No costs for permits were included except state elevator permit
- No architectural or engineering fees were included
- Our standard insurance will be acceptable \$2 million umbrella
- NO wage scale
- We can store material in the basement
- A dumpster can be located outside
- No snow removal is included
- We intend to work whatever hours the ferry schedule will reasonably allow. For example the winter schedule ferry leaves Portland at 7:45 am and departs Long Island at 4:40 pm
- We have not included painting. We will rough sand the sheetrock exposed to the public.

- We have assumed we will have use of the libraries bathroom facilities.
- We will leave facility broom clean.

Terms:

- 10% down, material onsite and or labor performed billed monthly due 30 days, 10% retainage to be held no longer than 120 days after State inspection.

Schedule:

- Shop drawings: 3-4 weeks
- Approved shop drawings: 2 weeks
- Hoistway work: 2-3 weeks
- Material onsite 10-12 weeks from date of approval
- Elevator installation: 3-4 weeks
- Inspection with State of Maine: after all punch list item completed and State is able to schedule (They are notoriously long)

Pine State Elevator utilizes a non-proprietary microprocessor-based logic controller that can be easily serviced by any and all recognized service companies with parts accessible on the aftermarket. This feature allows competitive bidding on future service contracts. A number of elevator products on the market today utilize a proprietary controller which means that only licensed franchises of the manufacturer can service these elevators. Thus eliminating competitive bidding on future service contracts and thereby increasing the life-cycle costs of the elevator to the customer.

If you have any additional questions please contact me at 1-800-627-9706.

Sincerely;



Angus J. McDuffie

Estimator

ALL QUOTATIONS SUBJECT TO REVIEW IN SIXTY DAYS

Accepted by:

Date:

Billing address:

Question 6. Implementation Schedule

Project Implementation Schedule								
Activity	Q #1 J - S 2016	Q #2 O - D 2016	Q #3 J - M 2017	Q #4 A - J 2017	Q #5 J - S 2017	Q #6 O - D 2017	Q #7 J - M 2018	Q #8 A - J 2018
Contract/ Environmental Review	X							
Reporting		X	X	X	X	X	X	X
Installation	X							
Project Completed:	X							

7. NON-ECONOMIC DEVELOPMENT: PROVIDE A RESPONSE TO THE THREE QUESTIONS DEMONSTRATING THE NEED FOR CDBG PROGRAM FUNDS.

- a. Why are CDBG funds critical for the commencement and ultimate success of the project?

There was a great amount of community support for the project tempered by concerns for funding given the number of CIP grants approved the previous year including a major road project, fire truck, and a school bus. The amount approved by taxpayers was an absolute maximum and will not cover the entire cost of the project. It would be extremely helpful to Long Island to fund this project at less than the maximum approved amount. With the Town's approval came the charge of identifying other funding.

- b. Have you, or will you seek funds from other sources? If so, what are these funding sources?

Please see the matching funds appendix attached for your review and information. This has been a long process of working toward project completion.

- c. What is the impact on the project if CDBG funds are not received or if only partial CDBG funds are received?

The project may have to be postponed until fund raising efforts can occur. The community has recently exhausted major fund raising goals so it is not certain that the additional funds would be available for the foreseeable future.

8. DISTRESS SCORE

Long Island received a score of 10 on the Community Distress Score provided in the grant application.

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** Homeland Security Grant (2007) for the generator.

Article 49. Shall the Town vote to a) approve a Public Shelter Elevator Project at a cost not to exceed \$100,000; b) appropriate a sum not to exceed \$100,000 to meet the cost; c) and fund the said appropriation by authorizing the Treasurer and Chairman of the Board of Selectmen to issue general obligation securities of the Town of Long Island, Maine (including temporary notes in anticipation of the sale thereof), in an aggregate principal amount not to exceed \$100,000, and the discretion to fix the date(s), maturity(ies), calls for redemption, place(s) of payment, form and other details of said securities, including execution and delivery of said securities on behalf of the Town of Long Island, and to provide for the sale thereof, is hereby delegated to the Treasurer and Chairman of the Board of Selectmen.

The Finance Committee and the Board of Selectmen recommend a 'YES' vote.

Move the pending question by John Billings

Vote: U

Vote on Article 49: Yes – 44 No – 33

Motion Carries

FINANCIAL STATEMENT
Estimated 04/01/2015

1. Total indebtedness:

A. Bonds outstanding and unpaid:

1. Cumberland County	\$139,031
2.. FEMA and Fire Truck	\$ 20,000
3. School bus, Town Hall Roof and School Floor	\$ 22,500
4. CCRP #1	\$150,000
5. CCRP #2	\$275,000

B. Bonds to be issued if this Article

Is approved: \$100,000

2. Costs:

At an estimated maximum interest rate of 4% for 20 year maturity, the estimated costs of this bond issue will be:

Principal	\$100,000
Interest	\$ 45,000
Total New Debt Service	\$145,000

3. Validity:

The validity of the bonds and of the voters' ratification of the bonds may not be affected by any errors in the above estimates. If the actual amount of the total debt service for the bonds issue varies from the estimate, the ratification by the electors is nevertheless conclusive and the validity of the bond issue is not affected by reason of the variance.

s/
Nancy H. Jordan – Treasurer