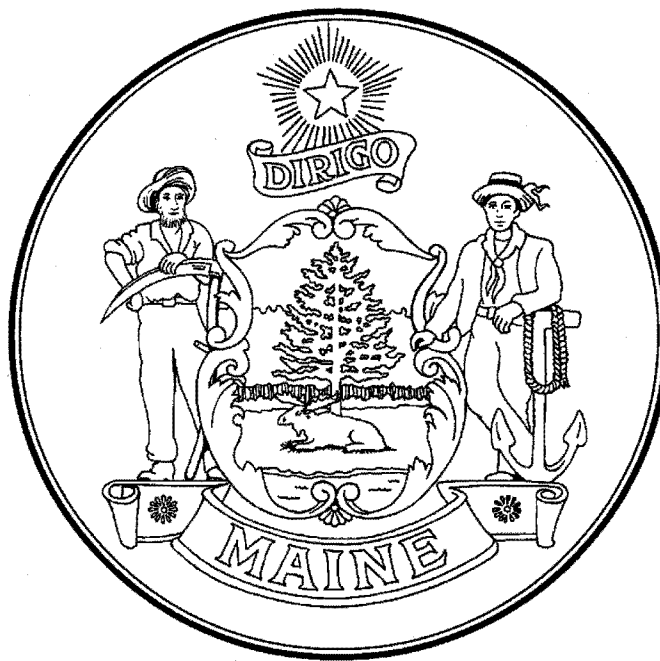


MAINE STATE LEGISLATURE

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**LEGISLATIVE COUNCIL
SEPTEMBER 14, 1998
REVISED AGENDA**

CALL TO ORDER

ROLL CALL

SUMMARY OF AUGUST 17, 1998 COUNCIL MEETING

REPORT FROM THE EXECUTIVE DIRECTOR

Item #1: Renovations: Status Report

Ed O'Brien, President, Granger Northern, Inc.
Stan Fairservice and Sally Tubbesing

Item #2: Personnel Activity

Item #3: Updates from Staff Offices

- a. Interim Studies: Dave Boulter
- b. Legislative Record: Paul Mayotte
- c. Revenue Update: John Wakefield and Jim Clair

Item #4: Orientation Program for 119th Legislature: Preliminary Proposals

REPORTS FROM COUNCIL COMMITTEES

Personnel Committee

Migration Oversight Steering Committee

OLD BUSINESS

Item #1: Maine Development Foundation/Policy Leaders Academy: Presentation of Revised Proposal (Henry Bourgeois, President, and Laura Hudson)

NEW BUSINESS

Item #1: Renovation of State Office Building, Reconstruction of Connector, and State House West Wing Entrance: Presentation and Discussion

(Janet Waldron, Commissioner of Administrative and Financial Services; Ellen Belknap, Architect, SMRT; Rick Burt, Architect, Weinrich + Burt; Earle Shettleworth, Director, Maine Historic Preservation Commission and State House and Capitol Park Commission)

ANNOUNCEMENTS AND REMARKS

ADJOURNMENT

REP. ELIZABETH H. MITCHELL
CHAIR

SEN. MARK W. LAWRENCE
VICE-CHAIR



118th MAINE STATE LEGISLATURE
LEGISLATIVE COUNCIL

SEN. CHELLIE PINGREE
SEN. JANE A. AMERO
SEN. ANNE M. RAND
SEN. R. LEO KIEFFER
REP. CAROL A. KONTOS
REP. JAMES O. DONNELLY
REP. MICHAEL V. SAXL
REP. RICHARD H. CAMPBELL

SARAH C. TUBBESING
EXECUTIVE DIRECTOR

MEETING SUMMARY
AUGUST 17, 1998

CALL TO ORDER

The Chair, Speaker Mitchell, called the Council to order at 1:31 p.m. in the Legislative Council Chamber.

ROLL CALL

Senators:	President Lawrence, Sen. Pingree, Sen. Amero, Sen. Rand, Sen. Kieffer
Representatives:	Speaker Mitchell, Rep. Kontos, Rep. Donnelly, Rep. Saxl, Rep. Campbell
Legislative Officers:	Joy O'Brien, Secretary of the Senate Judi Delfranco, Assistant Secretary of the Senate Millicent MacFarland, Assistant Clerk of the House Sally Tubbesing, Executive Director, Legislative Council Jim Clair, Deputy Director, Office of Fiscal and Program Review David Boulter, Director, Office of Policy and Legal Analysis Margaret Matheson, Revisor of Statutes Lynn Randall, State Law Librarian Paul Mayotte, Director, Legislative Information Services

SUMMARY OF July 13, 1998, COUNCIL MEETING

Motion: That the Summary be accepted and placed on file. (Motion by Sen. President Lawrence; second by Sen. Rand; unanimous).

REPORT FROM THE EXECUTIVE DIRECTOR

Item #1: Renovations: Status Report (Stan Fairservice, Sally Tubbesing)

The Chair, Speaker Mitchell, stated that Stan Fairservice had brought not only a wealth of experience to the renovations underway this summer, but that his willingness to respond to questions regarding the work had been unfailing. She noted that the work going on this summer is very complex, requiring close collaboration among the architect, various engineers, construction manager and many subcontractors. It is also work that involves disruptions, including noise and work in occupied office areas, and thus requires the cooperation of all the occupants of the State House.

Speaker Mitchell then commented specifically about the work in the House Chamber. She reported that the windows that had been removed from the House Chamber would be made available at a Public Sale conducted by the Division of Surplus Property, and that members' desks and chairs were being offered to current and former members of the House for sale. She closed her introductory remarks by thanking Stan Fairservice and Sally Tubbesing again for their efforts.

Stan Fairservice then provided Council members with a brief update on the work. He stated that all bid packages had been awarded with the exception of the contracts for painting and sprinkler systems, both of which would be awarded within the week. Demolition in the elevator shafts is nearly complete; and demolition and abatement in the House Chamber are also nearly complete.

Rep. Campbell asked if the project was on schedule, and Mr. Fairservice responded that progress was good, and the momentum has picked up. Rep. Campbell then asked if a firm budget had yet been established. Mr. Fairservice responded that Granger Northern and he had both developed preliminary information and that a formal Guaranteed Maximum Price would be available as soon as the painting and sprinkler contracts were awarded. He noted that, to this point, bids had come in "right on target." Rep. Campbell stated that the original budget was based on estimates that had been developed from "theory". He reflected the concern of his constituents about the cost of the rostrum area, which is estimated to be \$110,000, and asked that his concern be a matter of record and that the Council work to decrease that figure somehow. Senate President Lawrence asked Mr. Fairservice to describe the scope of the rostrum project; and Mr. Fairservice and Sally Tubbesing replied that the estimate includes reconstruction of the entire dais area; replacement of electrical wiring; installation of new wiring and cabling to support the electronic voting, sound, and computer system; installation of ventilation required by the electronic components and replacement of the furnishings. Senate President Lawrence thanked them for this information and stressed that the front dais in both chambers is a functional unit that is integral to the operation of each Chamber. Rep. Campbell again asked that his concerns be noted in the record; and Speaker Mitchell asked for his assistance in clarifying that the costs associated with the dais area are not simply the furnishings.

Item #2: Personnel Activity

Sally Tubbesing reported that Jon Kelley, Analyst in the Office of Policy and Legal Analysis, has submitted his resignation to pursue other interests. She asked for Council approval to proceed immediately to advertise the position; and all members present indicated same.

Item #3: Updates from Staff Offices

a. Interim Studies : David Boulter

Dave Boulter, drew Council members' attention to a chart in their agenda packets that summarized the current status of legislative study commissions. He noted that while most are legislative studies, a few are departmental studies that involve some oversight by a legislative committee. He reported that some of the interim study committees are still awaiting appointments, but that those that are underway appear to be on schedule and on budget. Speaker Mitchell asked Mr. Boulter to expand the list to include study groups that the Governor has established.

b. Legislative Record : Paul Mayotte, Director, Office of Legislative Information Services

Paul Mayotte provided Council members with an updated report on the status of the production of back "issues" of the Legislative Record. He stated that the work was on track in terms of the target dates that he had proposed in July and again acknowledged the assistance that Margaret Matheson had provided by assigning several technicians and proofreaders to various aspects of the work.

These items required no formal Council action.

Item #4: Presentation by Maine Labor Relations Board

Sally Tubbesing reported that she had been working with Marc Ayotte to schedule an informational seminar for both those in management positions and covered employees. The proposed date is Tuesday, September 15. Council members agreed that this was appropriate.

EXECUTIVE SESSION

Motion: That the Council go into Executive Session to discuss matters related to personnel. (Motion by Speaker Mitchell; second by Sen. Rand; unanimous).

The Council proceeded to go into Executive Session at 1:48 p.m.

RECONVENE

The Council reconvened its public session at 2:14 p.m.

REPORTS FROM COUNCIL COMMITTEES

Personnel Committee

Speaker Mitchell, who chairs the Committee, stated that the Committee had met in July. She reported that the Committee is proceeding with the final selection of a new Director of the Office of Fiscal and Program Review to succeed John Wakefield. Although Jim Clair is the only applicant for the position, the Committee has asked Sally Tubbesing to set up a formal interview schedule for Jim. The Committee expects to have a recommendation for the Council at its September meeting.

Speaker Mitchell then offered the following motions for Council action:

Motion: That the Council reappoint Sally Tubbesing as its Executive Director to a 3-year term, retroactive to August, 1997. (Motion by Senate President Lawrence; second by Rep. Saxl; unanimous).

Motion: That the Legislative Council award coverage under its income Protection Policy in accordance with the recommendation of the Personnel Committee. (Motion by Senate President Lawrence; second by Rep. Campbell; unanimous).

Migration Oversight Steering Committee

Senate President Lawrence reported that the Committee had continued its work in two areas: Year 2000 and the proposed Migration Contract.

Year 2000

Because all of the vendors under consideration for the Migration contract have indicated that the schedule for this project needs to be extended, the Council must proceed to take the necessary steps to ensure that the WANG computer system and application software will function properly after December 31, 1999. Senate President Lawrence stated that Paul Mayotte has initiated required work on the WANG hardware and operating system software. Mr. Mayotte and his staff are meeting with vendors who specialize in Year 2000 problems in application software and will present a recommendation to the Oversight Committee. In response to a question from Rep. Saxl, he stated that the Council should authorize use of a portion of the funds that it had set aside for the Migration Project in FY 1999 to pay for this essential work.

Migration Project

Senate President Lawrence reported that he had appointed a subcommittee of the full committee to meet with each of the 3 vendors still under consideration for the project to address concerns about each, as discussed at the July Council meeting. He briefly summarized those concerns and stated that the Oversight Committee has concluded that the best approach is to designate KPMG Peat Marwick as the prime contractor, with both Xlink and Data Retrieval International as subcontractors. The Committee believes that this approach will provide the strong project management that this project demands and leverage the legislative knowledge and experience of the two smaller firms -- Xlink and Data Retrieval International. He then presented the following motion:

Motion: That the Legislative Council authorize the Migration Oversight Team to enter into final contract negotiations with KPMG Peat Marwick LLP for the design, development, and installation of automated systems for bill drafting, bill status reporting, and Chamber Programs.

That KPMG Peat Marwick LLP subcontract directly with Data Retrieval International, LLC or International Roll Call Corporation for specific tasks and computer software related to Chamber programs.

That KPMG Peat Marwick LLP subcontract directly Xlink Corporation for specific tasks and computer software related to bill drafting and bill status systems.

That the Migration Oversight Team be authorized to negotiate the contract price to a level of \$2,000,000 to \$2,200,000, and to report back to the Council for approval for anything above the \$2,200,000.

That the Negotiation Team include a representative from the Office of the Attorney General. (Motion by Senate President Lawrence; second by Sen. Pingree).

Discussion: Senator Rand asked whether the system could be supported by legislative staff once the project has been completed; and Senate President Lawrence responded that the Migration Committee had already requested that Mr. Mayotte assign one member of the Information Services staff to the project on a full-time basis to ensure that this would be possible. Speaker Mitchell then asked if Mr. Mayotte had plans to cross-train his staff as an additional protection; and Mr. Mayotte responded that while all of his staff would be heavily involved in the Migration Project and be able to provide primary support, he anticipated that he would recommend that the Council negotiate maintenance contracts with both Xlink and Data Retrieval International after the warranty period has expired.

Rep. Campbell asked for clarification regarding the role of the International Roll Call Corporation in this project. Senate President Lawrence explained that IRC, which has traditionally been focused on hardware to support chamber operations, had purchased -- Data Retrieval International -- a small company that develops application software. He stated that the Migration Project Oversight Committee had consider IRC as a prime contractor for the project, but has now rejected that approach and is recommending that KPMG Peat Marwick be the sole prime contractor and contract directly with Data Retrieval International, a subsidiary of International Roll Call Corporation, in the interest of assuring that the software developed by both Data Retrieval International and Xlink is fully integrated.

The vote was then taken and the motion unanimously approved.

The Chair, Speaker Mitchell, thanked Senate President Lawrence and the members of the Committee for their creativity and all their work.

Senate President Lawrence proceeded to present a series of motions related to funding the Migration Project.

Motion: That the Legislative Council authorize the transfer of \$370,000.00 from the FY 1998 year end unencumbered balance in Personal Services to the All Other line in FY 1999 to be used exclusively to fund approved costs related to the Computer Migration Project. (Motion by Sen. Pingree; second by Sen. Rand; unanimous)

Motion: That the Legislative Council authorize the Executive Director to expend \$45,000.00 in the Dedicated Revenue Account as of June 30, 1998, for approved activities related to the Computer Migration Project. (Motion by Senate President Lawrence; second by Rep. Saxl; unanimous)

Motion: That the Executive Director be directed to include the required funding to complete the Computer Migration Project in the FY 2000 - 2001 biennial budget request, and that these funds be clearly identified in the request. (Motion by Senate President Lawrence; second by Rep. Saxl; unanimous)

OLD BUSINESS

Item #1: Proposed Construction of Paths in Capitol Park

Sally Tubbesing drew Council members' attention to the memo in their agenda packets, which she had prepared in response to the questions that had been raised at the July Council meeting. She had copies of the Layout and Grading Plans available; and, in response to a question from Rep. Campbell, explained that the extent of the path system that would be completed this fall was dependent, in part, upon weather.

Motion: That the plan and revised budget for constructing the first phase of the path system in Capitol Park be approved. (Motion by Sen. Rand; second by Sen. Pingree; unanimous)

NEW BUSINESS

Item #1: Maine Development Foundation/Policy Leaders Academy: Overview (Presentation by Henry Bourgeois, President)

The Chair, Speaker Mitchell, recognized Henry Bourgeois, President of the Maine Development Foundation. Mr. Bourgeois had prepared an outline proposing a series of orientation activities for the 119th Legislature and stated that the proposal had been developed from ideas collected from meetings with each member of the Council. He briefly reviewed the proposed activities.

In the discussion that followed his presentation, Senator Pingree asked for clarification regarding the funding for the proposal. Mr. Bourgeois responded that he has proposed that the Legislature pay for members' meals, lodging and travel, as well as the MDF staff time required to plan and design the various programs. MDF would raise private money to augment the Legislature's contributions. Senate President Lawrence asked Mr. Bourgeois to provide more detailed cost information for the first two items on his list.

The Chair, Speaker Mitchell, observed that the fundamental issue for the Council is how you bring legislators in the era of term limits up to speed more quickly; and Senator Pingree agreed, stating that the Council and departing members must think about this. Rep. Saxl expressed particular interest in the proposal to facilitate

committees as they organize. Mr. Bourgeois stated that MDF is very good at strategic planning and the economic tours, but that they have no expertise in chairing legislative committees.

The Chair, Speaker Mitchell, thanked Mr. Bourgeois for his presentation and asked Sally Tubbesing to work with staff to summarize what has traditionally been done for orientation in past years.

This items required no formal Council action.

Item #2: 2000 Census: Participation in Phase 2, Voting District Project

Sally Tubbesing drew members' attention to her memo that briefly described the scope of the Bureau of the Census' Phase 2 Voting District Project. Council members asked Ms. Tubbesing to prepare the necessary letter for their signature. Ms. Tubbesing stated that she would work with Richard Sherwood to explore the most cost-effective option to proceed with the Phase 2 work and present this information to the Council as soon as it is available.

ANNOUNCEMENTS AND REMARKS

ADJOURNMENT

The Council meeting was adjourned at 3:15 p.m.



Granger NORTHERN, INC.

Restoring the Past. Building the Future.

September 9, 1998

Honorable Elizabeth H. Mitchell, Chair
State of Maine, Legislative Council
Augusta, ME 04333-0115

Reference: Maine State House Summer 1998 Renovations
Guaranteed Maximum Price (GMP) Proposal

Dear Speaker Mitchell:

Granger Northern, Inc. is pleased to finally be in a position to present our formal Guaranteed Maximum Price (GMP) Proposal for the Maine State House Summer 1998 Renovations project. In preparing this GMP Proposal, we have minimized, to the fullest extent possible, the use of "Allowances". Their use has been limited to those scopes of work which are not at this point fully defined and/or described by the Contract Documents.

Our GMP Proposal is based on the following documents, which in their entirety, along with this proposal, form the Contract Documents:

1. Drawings as listed in Exhibit A attached hereto.
2. Specifications as listed in Exhibit B attached hereto.
3. Subcontracts and Purchase Orders, which we have issued to date, as listed in Exhibit C attached hereto.

The Scope of Work for this GMP Proposal is that which is defined by the Contract Documents, along with the following inclusions and exclusions:

A. Inclusions:

- Replace three sets of window sashes at the House Speaker's office.
- Provide Senate Dais Desk scope of work (carried as an allowance).
- Provide North Entry Door scope of work (carried as an allowance).
- Provide Fourth Floor Wheelchair Lift scope of work (carried as an allowance).
- Provide "facelift" work at the two main stairwells consisting of limited scraping and patching work with a complete paint job at the walls and ceiling only.

Honorable Elizabeth H. Mitchell
State of Maine, Legislative Council
September 9, 1998
Page 2

B. Exclusions:

- Providing any window treatment.
- Providing any signage work.
- Providing any Capitol Park Paths & Walkways work.
- Providing any House Members' chairs.
- Providing ventilation for Copy Room 401.
- Providing the full main stairwell restoration work (i.e. new lights, fire protection system, etc.)
- Providing furniture for Proofreader's Office.

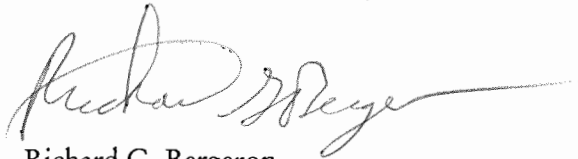
Our GMP Proposal amount has been determined as follows:

Subcontractor & Vendor Committed Value (Exhibit C)	\$2,119,048.00
Subcontractor & Vendor Balance to Complete (Exhibit C)	\$355,000.00
Balance of Work (Exhibit D)	\$464,900.00
Subtotal	\$2,938,948.00
OH & P @ 6%	\$176,337.00
TOTAL	\$3,115,285.00

Note: This proposal does not include any design or construction contingencies.

Should you have any questions regarding this proposal, please contact us at your convenience.

Sincerely,
GRANGER NORTHERN, INC.



Richard G. Bergeron
Chief Estimator

RGB:eac

Enclosures

cc: Sally Tubbesing, Executive Director
Stan Fairservice
Ed O'Brien
Bruce Hilfrank

EXHIBIT A
Maine State House Summer 1998 Renovations
List of Drawings

DRAWING NO.	DRAWING TITLE	PREPARED BY	DATED	LATEST REVISION	LATEST REV. DATE
A1	House of Representatives Interior Elevations	Weinrich + Burt Architects	7-7-98	N/A	N/A
A2	House of Representatives Interior Elevations & Reflected Ceiling Plan	Weinrich + Burt Architects	7-7-98	N/A	N/A
A3	House of Representatives Main Floor Plan & Balcony Floor Plan	Weinrich + Burt Architects	7-7-98	N/A	N/A
A4	Elevator Lobby Elevations	Weinrich + Burt Architects	7-23-98	N/A	N/A
A5	Elevator Lobby Plan, Sections & Detail	Weinrich + Burt Architects	7-24-98	N/A	N/A
A6	Existing Elevator Shafts Utility Relocation Plans	Weinrich + Burt Architects	7-24-98	N/A	N/A
A7	Mechanical Penthouse Plans & Wall Sections	Weinrich + Burt Architects	8-18-98	N/A	N/A
A8	Mechanical Penthouse Elevations & Details	Weinrich + Burt Architects	8-18-98	N/A	N/A
S1	Elevator Shafts Plans & Sections	Caswell Engineering	6-12-98	1	6-29-98
S2	Elevator Elevations & Details	Caswell Engineering	6-12-98	N/A	N/A
S3	Elevator Foundations Plans & Details	Caswell Engineering	6-12-98	N/A	N/A
S4	South Elevator Shoring Plan	Caswell Engineering	6-12-98	N/A	N/A
S5	North Mechanical Penthouse Existing Roof Reinforcing Plan	Caswell Engineering	6-29-98	N/A	N/A
S6	North Mechanical Penthouse Plan & Details	Caswell Engineering	6-29-98	N/A	N/A
S7	North Mechanical Penthouse Bracing Details	Caswell Engineering	6-29-98	N/A	N/A
S8	House Chamber Catwalk Plan & Details	Caswell Engineering	6-29-98	N/A	N/A
S8a	House Chamber Catwalk Rail Plan & Details	Caswell Engineering	8-20-98	N/A	N/A
S9	House Chamber Catwalk Sections	Caswell Engineering	6-29-98	N/A	N/A
S11	Portico Ceiling Plan & Sections	Caswell Engineering	6-29-98	N/A	N/A
S12	Miscellaneous Details	Caswell Engineering	6-26-98	N/A	N/A
S13	House Chamber Dais Framing Plans & Details	Caswell Engineering	8-20-98	N/A	N/A
S14	North & South Elevators Mechanical Opening Details	Caswell Engineering	7-24-98	N/A	N/A
M1	Relocation of Mechanical Services in Elevator Shafts	Edward L. Blaisdell, P.E.	8-17-98	N/A	N/A
M2	Relocation of Mechanical Services in Elevator Shafts	Edward L. Blaisdell, P.E.	8-17-98	N/A	N/A
M3	Relocation of Mechanical Services in Elevator Shafts	Edward L. Blaisdell, P.E.	8-17-98	N/A	N/A
M1	House Chamber Ventilation System	Edward L. Blaisdell, P.E.	8-17-98	N/A	N/A
M2	House Chamber Ventilation System	Edward L. Blaisdell, P.E.	8-17-98	N/A	N/A
M3	House Chamber Ventilation System	Edward L. Blaisdell, P.E.	8-17-98	N/A	N/A

DRAWING NO.	DRAWING TITLE	PREPARED BY	DATED	LATEST REVISION	LATEST REV. DATE
E1	3/32" Scale Plan - First Floor	Bartlett Design	5-11-98	5	8-24-98
E2	3/32" Scale Plan - Second Floor	Bartlett Design	5-11-98	5	8-24-98
E3	3/32" Scale Plan - Third Floor	Bartlett Design	5-11-98	5	8-24-98
E4	3/32" Scale Plan - Fourth Floor	Bartlett Design	5-11-98	5	8-24-98
E5a	1/4" Scale Plan - House Chamber - 1	Bartlett Design	5-11-98	4	8-10-98
E5b	1/4" Scale Plan - House Chamber - 2	Bartlett Design	7-27-98	4	8-10-98
E6	1/4" Scale Plans - House Gallery, Appropriations Hearing Rm, Hearing Rm 113	Bartlett Design	5-11-98	4	8-10-98
E7	1/4" Scale Plan - Senate Chamber	Bartlett Design	5-11-98	4	8-10-98
E8	1/4" Scale Plan - Legislative Council and Telecommunications Rooms	Bartlett Design	5-11-98	4	8-10-98
E9	Sound System Riser Diagram - House Chamber & Call to Chambers System	Bartlett Design	5-11-98	4	8-10-98
E10	Sound System Riser Diagrams - Senate Chamber & Appropriations Hearing Rm	Bartlett Design	5-11-98	4	8-10-98
E11	Sound System Riser Diagram - Council Chamber, Hearing Rm 113	Bartlett Design	5-11-98	4	8-10-98
E12	Roll Call System Functional Diagrams House of Representatives / Senate	Bartlett Design	6-17-98	3	8-10-98
E13	1/4" Plan - Proofreader's Area	Bartlett Design	5-18-98	4	8-10-98
E14	1/4" Plan - Stairwells	Bartlett Design	5-18-98	4	8-10-98
E15	Network Diagrams & Details	Bartlett Design	6-17-98	3	8-10-98
E16	Network Riser Diagram	Bartlett Design	6-17-98	3	8-24-98
E17	Lighting and Power - House Chamber Skylight & Penthouse	Bartlett Design	6-17-98	3	8-10-98

EXHIBIT B
Maine State House Summer 1998 Renovations
List of Specifications

SPEC SECTION	SPECIFICATION SECTION TITLE	NO. OF PAGES	DATED
N/A	Project Wage Rate	1 Page	
01000	Special Requirements	28 Pages	
02052	Selective Removals & Demo	7 Pages	7/6/98
02150	Underpinning and Rock Ex.	7 Pages	
03300	Cast-In-Place Concrete	13 Pages	
04210	Unit Masonry - Elevator Shafts	12 Pages	
05120	Structural Steel	5 Pages	
05400	Lightgauge Metal Framing	5 Pages	8-18-98
05720	Bronze Railings	4 Pages	7-6-98
06100	Rough Carpentry	7 Pages	8-18-98
07200	Building Insulation	4 Pages	8-21-98
07410	Preformed Metal Siding	6 Pages	8-18-98
07530	Flexible Sheet Roofing/Flashing/Insulation Systems	17 Pages	8-21-98
07610	Copper Flashing	8 Pages	8-18-98
07910	Joint Sealers; Granite Deck	5 Pages	7-6-98
08100	Steel Doors and Frames	5 Pages	8-3-98
08610	Custom Wood Windows (Includes 3 sketches)	11 Pages	
08625	Refurbishing of Existing Window Frame	4 Pages	6-22-98
08710	Finish Hardware	12 Pages	8-3-98
09210	Plastering and Related Work (Includes 1 sketch)	13 Pages	7-6-98
09250	Gypsum Drywall	7 Pages	8-10-98
09705	Coating of Roof Penthouse Floor	5 Pages	8-18-98
09900	Painting	11 Pages	7-6-98
14240	Hydraulic Elevators (Includes 3 sketches)	13 Pages	

SPEC SECTION	SPECIFICATION SECTION TITLE	NO. OF PAGES	DATED
15400	Plumbing	7 Pages	
15601	General Requirements	11 Pages	
15607	Motor Drives & Accessories	3 Pages	
15609	System Identification	3 Pages	
15639	Pipe, Valves & Specialties	13 Pages	
15646	Terminal Heating Units	2 Pages	
15656	Fans & Accessories	4 Pages	
15660	HVAC Sheetmetal & Accessories	8 Pages	
15687	Thermal Insulation	9 Pages	
15690	Automatic Controls	7 Pages	
15694	Adjusting, Testing & Balancing	5 Pages	
16010	General Electrical Requirements	10 Pages	7-27-98
16060	Minor Electrical Demolition for Remodeling	2 Pages	
16111	Conduit	3 Pages	
16112	Surface Raceway	3 Pages	
16123	Building Wire & Cable	4 Pages	
16130	Boxes	3 Pages	
16141	Wiring Devices	3 Pages	
16180	Equipment Wiring Systems	2 Pages	
16190	Supporting Devices	2 Pages	
16195	Elec. Identification	1 Page	
16441	Enclosed Switches	1 Page	
16450	Secondary Grounding	1 Page	
16470	Panelboards	2 Pages	
16485	Contactors	2 Pages	
16510	Interior Luminaires	4 Pages	
16721	Fire Alarm System	3 Pages	
16742	Telephone System	3 Pages	7-27-98
16746	Data Processing System	10 Pages	7-27-98
16747	Roll Call System	6 Pages	8-14-98
16770	Sound Systems	27 Pages	

EXHIBIT C
Maine State House Summer 1998 Renovations
List of Subcontractors & Vendors

COST CODE	SUBCONTRACTOR or VENDOR	SCOPE OF WORK	SUBCONTRACT or P.O. No.	COMMITTED VALUE	BALANCE TO COMPLETE
02100	Seacoast Scaffold	Staging Work	C-371-004-00	\$91,309.00	\$25,000.00
02200	CCB, Inc.	Demolition & Lead Abatement	C-371-005-00	\$133,611.00	\$50,000.00
02350	Morrissey Enterprises	Asbestos Abatement	C-371-006-00	\$9,110.00	\$0.00
02400	ESHA	Hygienist Services	MP-371-004-01	\$20,000.00	\$13,000.00
04200	T. E. Low	Masonry	C-371-007-00	\$23,305.00	\$5,000.00
05100	Accidental Anomalies	Purchase Structural Steel & Misc. Metals	P-371-003-00	\$47,700.00	\$13,000.00
05700	Accidental Anomalies	Erect Steel & Provide Air Boot	C-371-011-00	\$31,200.00	\$15,000.00
06200	Wright Ryan	House Members' Desks	C-371-017-00	\$183,720.00	\$15,000.00
06300	Woodward Thomsen	House Chamber Dais Work, Window Frame Work, & Window Installation	C-371-014-00	\$161,365.00	\$30,000.00
07400	Hahnel Brothers	Siding & Roofing	C-371-018-00	\$25,795.00	\$5,000.00
08100	HCI/Craftsmen	Purchase Doors/Frames/Hardware	P-371-005-00	\$9,310.00	\$0.00
08610	Woodward Thomsen	Purchase House Chamber Window Sashes	P-371-001-00	\$74,460.00	\$0.00
09200	CMD, Inc.	Drywall, Plaster, Framing & Insulation	C-371-013-00	\$20,507.00	\$60,000.00 *
09300	Paul G. White Tile Co.	Flooring	C-371-016-00	\$22,024.00	\$10,000.00
09900	Logan & Son	Painting	C-371-012-00	\$39,796.00	\$10,000.00
14210	Otis Elevator	North & South Elevators	C-371-002-00	\$133,333.00	\$0.00
14300	Weber Accessibility	4 th Floor Wheelchair Lift	C-371-008-00	\$12,409.00	\$0.00
15110	The Trane Co.	Purchase AHU-1 and RF-1	P-371-002-00	\$33,987.00	\$0.00
15200	Kelly Mechanical	Plumbing Heating Ventilating	C-371-009-00	\$132,072.00	\$42,000.00
15500	Sprinkler Systems	Fire Protection	C-371-010-00	\$21,500.00	\$2,000.00
16100	E. S. Boulos	Sound System	C-371-001-00	\$399,734.00	\$10,000.00 *
16200	Eastern Electric	General Electrical Package	C-371-003-00	\$291,790.00	\$40,000.00 *
16300	Lucent Technologies	Data Network Systems	C-371-015-00	\$66,851.00	\$5,000.00 *
16400	International Roll-Call	Roll-Call System	C-371-019-00	\$134,160.00	\$5,000.00 *
TOTAL				\$2,119,048.00	\$355,000.00

* Allowances

Note: The "Balance to Complete" column includes the value of additional work to be performed on a lump sum, T & M, and/or Unit Price basis and that associated with revised and current drawings.

EXHIBIT D
Maine State House Summer 1998 Renovations
Balance of Work
(Not included in current subcontracts and purchase orders)

General Conditions*		\$150,000.00
Preconstruction Services	Allowance	\$80,000.00
Selective Demolition (by GNI)		\$8,000.00
Existing Ductwork Cleaning		\$5,300.00
Miscellaneous Concrete Work		\$1,500.00
Rough Carpentry		\$6,000.00
Build Mock-ups (by GNI)		\$1,500.00
House Chamber Window Stoops		\$5,000.00
Waterproofing		\$4,000.00
Insulation		\$2,000.00
Firestopping		\$10,000.00
Joint Sealants		\$4,000.00
Install Doors & Hardware		\$3,000.00
Telephone System	Allowance	\$5,000.00
North Entry Door Area Work	Allowance	\$65,000.00
Fourth Floor Wheelchair Lift (less Lift)	Allowance	\$22,600.00
Senate Sound System Related Work	Allowance	\$12,000.00
Senate Dais Area Work	Allowance	\$80,000.00
TOTAL		<u>\$464,900.00</u>

- * General Conditions include costs for bonds, insurance, supervision, engineer, travel & transportation, copying, scheduling, testing, temporary utilities, safety, rubbish removals, cleaning building, and hoisting. We have excluded costs for office space, storage space, electrical usage, water usage, and telephone usage, which are being provided by the State at no charge to GNI. We have carried cost for general conditions extending to December 31, 1998.

MAINE STATE HOUSE SUMMER 1998 RENOVATIONS

BUDGET ANALYSIS

PROJECT	DESCRIPTION	FEBRUARY 1998 BUDGET	BALANCE TO COMPLETE	COMMENT
Project #1	Replacement of Legislative Sound System / Related Wiring			
	System Components / Sound	\$530,000	\$0	
	System Components / LAN	\$300,000	\$50,000	Hardware
	Architectural Finishes	\$270,000	\$100,000	
	Architectural/Engineering Fees	\$120,000	\$120,000	
	Contingency	\$138,000	\$0	
		<u>\$1,358,000</u>	<u>\$270,000</u>	
Project #2	Renovate / Restore House Chamber			
	Windows	\$200,000	\$0	
	Ventilation System	\$125,000	\$0	
	Electrical Upgrades	\$97,000	\$0	
	Paint / Patch / Carpet (including abatement)	\$165,000	\$0	
	Front Desk Furnishings	\$110,000	\$0	
	Members' Chairs & Desks	\$350,000	\$150,000	Chairs
		<u>\$1,047,000</u>	<u>\$150,000</u>	
Project #3	Replace Senate Front Desk			
	Front Desk Furnishings	\$80,000	\$0	
		<u>\$80,000</u>	<u>\$0</u>	
Project #4	Repair / Restore Stairwells			
	Fire Protection	\$105,550	\$105,550	
	Refurbishing	\$200,000	\$200,000	
		<u>\$305,550</u>	<u>\$305,550</u>	
Project #5	Replace North & South Elevators			
	New Elevator Work	\$600,000	\$0	
		<u>\$600,000</u>	<u>\$0</u>	
Project #6	Accessibility			
	6a. Interpretive Signage / ADA	\$75,000	\$75,000	
	6b. Wheelchair Lift 4th Floor	\$35,000	\$0	
		<u>\$110,000</u>	<u>\$75,000</u>	
Project #7	Refurbish Proofreader's Office			
	Renovate Office Space	\$35,475	\$20,000	Furniture
		<u>\$35,475</u>	<u>\$20,000</u>	
Project #8	Replace East Portico Ceiling			
	New Ceiling Work	\$60,000	\$0	
		<u>\$60,000</u>	<u>\$0</u>	

MAINE STATE HOUSE SUMMER 1998 RENOVATIONS BUDGET ANALYSIS

PROJECT	DESCRIPTION	FEBRUARY 1998 BUDGET	BALANCE TO COMPLETE	COMMENT
Project #9	Capitol Park Paths & Walkways			
	Path & Walkway Work	\$100,000	\$100,000	
		<u>\$100,000</u>	<u>\$100,000</u>	
Project #10	Replacement of North Exterior Door			
	North Entry Work	\$65,000	\$0	
		<u>\$65,000</u>	<u>\$0</u>	
TOTAL OF 10 PROJECTS		<u><u>\$3,761,025</u></u>	<u><u>\$920,550</u></u>	

**Work items completed in the 1998 Summer
Project, but not included in the Budget:**

Roll Call System	\$150,000
Windows for Speaker's Office	\$25,000
Stairwell "facelift"	\$35,000

TOTAL BUDGET \$3,971,025

GMP Proposal Amount

\$3,115,285

TOTAL COST

\$4,035,835

COST OVERRUN **\$64,810** or **1.60%**

Note: The Balance to Complete column includes costs for work not completed in the Summer 1998 Project and costs for work items not included in the GMP Proposal.



Maine State Legislature
OFFICE OF POLICY AND LEGAL ANALYSIS

13 State House Station, Augusta, Maine 04333-0013

Telephone: (207) 287-1670

Fax: (207) 287-1275

Memorandum

To: The Honorable Elizabeth H. Mitchell, Chair
and Members of the Legislative Council

From: 
David E. Boulter, Director

Date: September 14, 1998

Re: Status of Report on Legislative Studies

In accordance with your request, I have prepared a summary of the status of legislative studies and studies involving joint standing committees this interim. Most appointments to study commissions have been completed and the study commissions are underway. For those commissions that are underway, they appear to be making good progress and currently remain on schedule and within their operating budgets. Several interim study commissions are not yet convened since not all members have been appointed. Of note are four:

- **Commission to Study Providing Educators With More Authority to Remove Violent Students from Educational Settings -- report date: October 30, 1998**
Comment: This study will likely generate great interest from the general public as well as educators; in fact, several public meetings to be held regionally are anticipated as part of the study. Because the study commission has not yet been convened (two members have not been appointed), the commission may have difficulty in meeting its statutory reporting date of October 30, 1998. In an effort to meet the deadline, the commission chair has established a tentative schedule with meetings on September 23, October 6 and October 20 for the commission to conduct its work once it has been convened.
- **Commission to Study the Need for an Ombudsman for the Department of Human Services and the Department of Mental Health, Mental Retardation and Substance Abuse Services -- report date: December 15, 1998**
Comment: 6 of 11 commission members require appointment.
- **Commission to Study the Opening of a Discount Liquor Store in Fort Kent -- report date: January 1, 1999**
Comment: 1 member remains to be appointed.
- **Task Force to Increase Primary and Secondary Forest Product Manufacturing -- report date: January 1, 1999**
Comment: Three appointments remain. The resolve requires the task force to hold 4 public hearings regionally.

If you have any questions or would like further information on any of the studies, please let me know.

Attachment

Progress Report to Legislative Council on Legislative Studies

118th MAINE LEGISLATURE --2nd Session Interim

Status as of Friday, September 11, 1998

<u>Study Commission</u>	<u>Date First Convened</u>	<u>Date, Time & Location of Next Meeting</u>	<u>Report Date</u>	<u>Status/Progress of Study Commission</u>
Alternative Fuels Study (to be conducted by DEP with consultation from NAT Committee)		TBA	Interim 1-15-99 Final 1-15-00	DEP is in information gathering stage. Meeting with NAT is expected in September.
Children's Mental Health Oversight Committee (study to be conducted by DMHMRSA)		Thu, Aug 20 Noon Rm 334 SH	2-1-98 (& annually thereafter)	Next meeting is anticipated in October. Agency is required to provide staffing.
Eating Disorders, Commission on	Held early August	TBA		Three subcommittees have been formed and two meetings held. Co-chairs are legislators. Commission is in an information gathering stage. (Commission staffed by DMHMRSA.)
Enforcement of Civil and Criminal Penalties, Plan to Enhance	June 11, 1998	-----	12-15-98	Commission established subcommittees, which are working through various issues.
Financial Services Taxation Advisory Group & JT. Select Committee on Financial Services Taxation	June 25, 1998	Tues, Sept 29 12:30 Rm 427, SH	1-15-99 (Exec Order) 12-1-98 (JT. Select)	Committee met separately from Gov.'s Task Force and will meet again on September 29, jointly with Task Force. Chairs discussed study goals with Chair of Governor's Task Force.
Fish and Wildlife Laws, Review of State (Presiding Officer approval)	N/A	Sept 18		IFW will meet twice, with 1st meeting on 9/18.
Governor Baxter School, Review of the Governance Structure of the	Aug 19	October, TBD Using ITV/ATM	12-15-98	Committee has met twice, and will meet 2 more times.
Health & Human Services Committee Meetings re: Jackson Brook Institute	N/A	None	-----	Tour of JBI, with public meeting following. The one authorized meeting was held and the committee has concluded its work.
Judicial Compensation Commission	on-going	-----	12-1-98	None held since 1996 report issued (those recommendations adopted in 1998). Governor, President and Speaker to each (re) appoint one member.
Legislative Rules, Special Commission on	August 18, 1998	September 21, 1998 1:-4pm Room 334		Special Commission has met and is considering various changes to the Joint Rules.
Liquor Store in Fort Kent, Study the Opening of a Discount	Awaiting one appointment	TBA	1-1-99	Commission not yet convened. 1 meeting will be held in Ft. Kent. Senate President to appoint one local businessperson.
Long-Term Care Facilities, Study to Examine Rate Setting and Financing of	Mon, Nov 3, 1997	Wed, Sept. 16 9 - 12 Rm 436 SH	11-20-98	Commission is discussing issues and preliminary recommendations. Meeting of interested persons was held on Aug 27th.
MRSA Criminal Statutes, Review of		TBA	1-1-99	OPLA is drafting necessary legislation.
Ombudsman for DHS and Department of Mental Health, Mental Retardation and Substance Abuse Services, Study the Need for an	Awaiting appointments of 6 of 11 members	TBA	12-15-98	Commission is not yet convened. 4 meetings are authorized. Senate President to appoint 6 members.
Performance Budgeting, Commission on	on-going	TBA		Chair of commission not yet appointed by the President and the Speaker.
Probation Services, Review of Procedures and Consider Improvements in	Thu, Aug 13, 1998	Nov 10, 1998	1-15-00	Study group was convened in August 13. OPLA staff is assisting with committee staff at request of chair, even though agency is required to provide staffing.

Progress Report to Legislative Council on Legislative Studies

118th MAINE LEGISLATURE --2nd Session Interim

Status as of Friday, September 11, 1998

<u>Study Commission</u>	<u>Date First Convened</u>	<u>Date, Time & Location of Next Meeting</u>	<u>Report Date</u>	<u>Status/Progress of Study Commission</u>
Research and Development, JT. Select Committee on	May 12, 1998	Tues, Sept 15 9:00 a.m. Rm 334, SH	before 119th	Committee has held 5 meetings regionally, touring R&D facilities and speaking with key public and private sector participants. It will meet next to discuss the information received and develop recommendations. Rep. Shannon resigned in June and was not replaced so committee has 12 members.
Sexually Violent Predators, JT. Select Committee to Implement Program for Control, Care and Treatment of	Thu, May 14 12:30 p.m. Rm. 438 SH	Thu, Sept 17 9:30 a.m. Rm 438 SH	10-15-98	Committee has met 3 times, hearing from interested persons and viewed videoconference. Report and recommendations to be finalized, and once drafted, final report will need committee review.
State Compensation Commission	Awaiting 1 appointment	-----		Commission not yet convened. Senate President to appoint 1 member.
Substance Abuse, JT. Select Committee on	Mar 1998	Wed, Sept 16 4-7 p.m. Augusta, Portland, Bangor	10-14-98	4 subcommittees formed, with reports now completed. A draft report is will be presented for comment at 3 public hearings on Sept. 16. Public comment will be accepted through September 30.
Superior and District Courts, Task Force to Develop Recommendations to Implement the Unification of the		Organizational mtg.: 9/25/98 1 p.m. Maine Judicial Ctr. Augusta	<u>Interim</u> 3-15-99 <u>Final</u> 12-15-99	First meeting is scheduled. All members have been appointed. Chief Justice has invited sponsor of legislation (Rep. Jabar) to attend meetings.
Tax Filing, State and Federal	Nov 24, 1997	TBA	1-1-99	Membership expanded to include an accountant. Four meetings remaining; coordinating with IRS. Expected to reconvene in fall. (staffed by Maine Revenue Service).
Telecommunications Taxation, Task Force to Study	Sept 21, 1998	Mon, Sept 21	1-15-99	Appointments completed and first meeting is scheduled.
Teletypewriters and Other Telecommunications Equipment for People with Disabilities, Study the Funding and Distribution of	Fri, Dec 1, 1997	A late September or early October meeting is anticipated.	1-15-99	Study commission is waiting for completion of Dept. of Education school summary and Bureau of Rehabilitative Services and comprehensive plan development prior to meeting. Staff sent an update letter to commission members on August 28th.
Violent Students, Study Providing Educators with More Authority to Remove	Chairs appointed, awaiting 2 appointments	Sept 23, Oct. 6, Oct 20 (tent.)	10-30-98	Not yet convened; chairs have sent letter to AG requesting speedy appointment. The first 3 meetings will include public hearings held regionally. Senate President to appoint a student representative.

Other Studies Having Limited Legislative Involvement

Study Commission	Nature of Legislative Involvement	Status	Report Date
Agriculture, Board (on-going)	President and Speaker each to make one appointment	Appointments completed. First meeting not yet convened.	Annually
Consumer Health Care Division Advisory Council	1)President and Speaker each to appoint one member 2)Appropriation	Appointments completed. First meeting not yet convened.	
Economic Development Incentive Commission	1)President and Speaker to appoint member 2)Appropriation	Appointments completed. Meetings now underway.	
INFORME Board	President and Speaker each to appoint a member	Awaiting appointments by Speaker, Chancellor and Chief Justice	1/1/99
Intergovernmental Cooperation, Task Force on	Four legislators to be appointed by the president and the Speaker, upon execution of MOA by SPO	MOA has not been finalized to date.	
Primary and Secondary Forest Product Manufacturing, Task Force to Increase	1)President & Speaker each to appoint 2 members 2) Executive Director of Leg. Council to convene the task force	Awaiting President's appointments and Congressional Delegation's appointment	1/1/99

THE RECORD
Status Report
September 14, 1998

Session	Marked	1st Round Complete	2nd Round Complete	Percent Complete	Data Input Complete Date	Index Printer-ready
114th 1st Regular	Yes	Yes	Yes	100 %	Done	October 31
114th 2nd Regular	Yes	Yes	Yes	100%	Done	October 31
114th Special	Yes	Yes	Yes	100%	Done	October 31
August 15	Yes	Yes	Yes	100%	Done	October 31
115th 1st Reg House	Yes	Yes	Yes	100%	Done	November 15
115th 1st Reg Senate	Yes	Yes	Yes	100%	Done	November 15
115th 2nd Reg House	Yes	Yes	Yes	100 %	Done	November 15
115th 2nd Reg Senate	Yes	Yes	In Progress	60%	September 30	November 15
115th Spec House	Yes	Yes	Yes	100%	Done	November 15
115th Spec Senate	Yes	Yes	Yes	100%	Done	November 15
115th Conf Senate	Yes	Yes	Yes	100%	Done	November 15
116th 1st Reg House	Yes	Yes	Yes	100%	Done	November 30
116th 1st Reg Senate	Yes	Yes	In Progress	90%	September 30	November 30
116th 2nd Reg House	Yes	Yes	Yes	100%	Done	November 30
116th 2nd Reg Senate	Yes	Yes	In Progress	90%	September 30	November 30
116th Conf Senate	Yes	Yes	In Progress	90%	September 30	November 30
117th 1st Reg House	Yes	In Progress	None	45%		
117th 1st Reg Senate	Preparing	Senate	Text			
117th 2nd Reg House	Yes	In progress	None	45%		
117th 2nd Reg Senate	Preparing	Senate	Text			
117th Spec House	Yes	In Progress	None	45%		
117th Spec Senate	Preparing	Senate	Text			
117th Conf Senate	Preparing	Senate	Text			

FISCAL BRIEFING FOR THE LEGISLATIVE COUNCIL:
SEPTEMBER 1998

- Introduction
- Preliminary August 1998 General Fund Revenues
- ½ ¢ Sales Tax Reduction: effective 10/1/98 (see 36 MRSA §1811)
 - : monthly transfers in July, August, September and October 1998 to the Rainy Day Fund
 - : what is the 5% “cap” for Rainy Day Fund right now?
- 9/98 Consensus Economic Forecasting Commission update
- 9/98 Consensus Revenue Forecasting Committee meeting scheduled for 9/21/98

BUDGET MANAGEMENT SYSTEM

REVENUE VARIANCE REPORT FOR AUGUST 1998

PRELIMINARY; SUBJECT
TO CHANGE!FORM.....: E Undedicated Revenues
Fund.....: 010 GENERAL FUNDPage: 1
DATE: 09/14/98
Program: c01.sqr

	RSRC	AUGUST			YEAR-TO-DATE			
		Estimated Collections	Actual Receipts	Monthly Variance	Estimated Collections	Actual Receipts	Year-to-Date Variance	Source Acct
INT REAL EST TAX UNORGAN	0161	229		-229	284		-284	
REAL ESTATE TRANSFER TAX	0170	631,150	1,130,907	499,757	1,445,880	2,202,430	756,550	
COMM FORESTRY EXCISE TAX	0175		31,749	31,749		-40,574	-40,574	
EXCISE TAX NON RES M V	0186	34,000	45,442	11,442	81,000	97,816	16,816	
01 PROPERTY TAXES		665,379	1,208,098	542,719	1,527,164	2,259,672	732,508	
ESTATE TAX	0212	1,271,410	1,411,813	140,403	2,542,820	2,625,913	83,093	
INTEREST ON ESTATE TAX	0242	8,333	746	-7,587	16,666	746	-15,920	
02 INHERITANCE, ESTATE		1,279,743	1,412,559	132,816	2,559,486	2,626,659	67,173	
USE FUEL TAX	0311					-1,015	-1,015	
TAX INT COMB ENGINE FUEL	0321	7,168	-82	-7,250	13,537	5,293	-8,244	
GAS TAX REFUNDS	0322					-174	-174	
TAX AERONAUTICAL GAS	0331	105,908	421	-105,487	187,376	63,651	-123,725	
GAS TAX REFUNDS AERONAUTI	0332	-2,025		2,025	-2,263	-7,902	-5,639	
03 GASOLINE TAX		111,051	339	-110,712	198,650	59,853	-138,797	
INDIV STATE INCOME TAX	0401	-2,710,318	-1,661,812	1,048,506	195,954	1,074,948	878,994	
INDIV INCOME WITHHOLDING	0402	25,286,296	29,639,196	4,352,900	78,746,137	89,269,440	10,523,303	
INDIV INCOME 1040 ESTIMATE	0403	1,602,704	2,328,606	725,902	4,873,994	4,496,566	-377,428	
INDIVIDUAL FIDUCIARY	0404		34,552	34,552		7,105	7,105	
REFUNDS INDIV INCOME TAX	0408	-2,020,447	-1,622,240	398,207	-5,022,495	-7,302,449	-2,279,954	
IND INCOME TAX TRANS	0409	-1,130,070	-1,464,633	-334,563	-4,018,473	-4,464,826	-446,353	
EXCISE TAX BEER	0411	670,094	654,422	-15,672	1,378,696	1,343,028	-35,668	
EX TAX TBL WINE ME PRDTS	0412	14	683	669	140	1,271	1,131	
EX TAX TBL WINE OUT STAT	0413	180,534	79,464	-101,070	242,599	148,989	-93,610	
EX TAX SPARKLING WINES	0414	21,012	15,591	-5,421	37,293	39,969	2,676	
CORPORATE INCOME TAX	0415	3,866,157	3,417,094	-449,063	6,619,604	9,566,108	2,946,504	
REFUNDS CORP INCOME TAX	0418	-541,540	-394,390	147,150	-996,488	-616,439	380,049	
CORP INCOME TAX TRANS	0420	-169,554	-154,158	15,396	-286,776	-456,433	-169,657	
MALT PREMIUM	0451	134,303	261,791	127,488	417,745	537,227	119,482	
TABLE WINE PREMIUM	0452	82,917	79,565	-3,352	144,364	149,678	5,314	
SPARKLING WINE PREMIUM	0453	5,043	3,744	-1,299	8,950	9,595	645	
LOW ALCOHOL SPIRITS TAX	0455	2,041	2,665	624	4,082	5,404	1,322	
04 INCOME TAX		25,279,186	31,220,140	5,940,954	82,345,326	93,809,181	11,463,855	
TAX ON CIGARETTES	0511	4,067,010	4,067,010		7,743,313	7,743,313		
TAX ON TOBACCO PRODUCTS	0512	174,439	250,595	76,156	334,138	487,532	153,394	
05 TOBACCO PRODUCTS TAX		4,241,449	4,317,605	76,156	8,077,451	8,230,845	153,394	
SALES TAX	0621	25,886,591	30,270,709	4,384,118	92,974,778	96,598,106	3,623,328	
USE TAX	0623	6,616,497	6,975,224	358,727	13,209,905	14,228,218	1,018,313	

BUDGET MANAGEMENT SYSTEM

REVENUE VARIANCE REPORT FOR AUGUST 1998

FORM.....: E Undedicated Revenues
Fund.....: 010 GENERAL FUND

Page: 2
DATE: 09/14/98
Program: c01.sqr

	RSRC	AUGUST			YEAR-TO-DATE			Source Acct.
		Estimated Collections	Actual Receipts	Monthly Variance	Estimated Collections	Actual Receipts	Year-to-Date Variance	
SALES TAX REFUNDS USE FU 0625		118,031	73,054	-44,977	178,649	120,812	-57,837	
SALES TAX ABATEMENT 0631		-225,680	-142,709	82,971	-428,684	-339,089	89,595	
USE TAX ABATEMENT 0633		-32,431	-7,856	24,575	-92,487	-32,691	59,796	
SALES TAX TRANS (REV SHARING) 0650		-1,650,513	-1,603,198	47,315	-5,397,950	-5,054,564	343,386	
SALES TAX TRANS (36 MRSA 180) 0652			-5,733,168	-5,733,168		-11,466,256	-11,466,256	
06 OTHER SALES TAX		30,712,495	29,832,056	-880,439	100,444,211	94,054,536	-6,389,675	
CERT EXCISE CORP 0726		150	175	25	300	355	55	
CERT ORG NEW CORPS 0731		7,333	5,425	-1,908	14,666	12,445	-2,221	
CHANGES CERT ORGANIZATION 0733		2,708	65,070	62,362	5,416	65,210	59,794	
REG FOREIGN CORPS 0735		19,166	27,895	8,729	38,332	60,475	22,143	
ANNUAL LIC FEES FOREIGN C 0737		15,000	81,280	66,280	75,000	114,100	39,100	
ASSUMED NAME 0740		4,292	6,480	2,188	8,584	14,520	5,936	
RESERVED NAME 0742		1,333	890	-443	2,666	2,135	-531	
DISSOLVED 0744		1,333	2,020	687	2,666	3,400	734	
RESUMED 0746		166	240	74	332	400	68	
07 CORPORATIONS TAX		51,481	189,475	137,994	147,962	273,040	125,078	
TAX R R COMPANIES 0801			-150,000	-150,000	-150,000	-150,000		
08 PUBLIC UTILITIES TAX			-150,000	-150,000	-150,000	-150,000		
INSURANCE COMPANIES TAX 0901		8,869	111,871	103,002	109,741	223,157	113,416	
UNAUTHORIZED INS CO TAX 0903			58,397	58,397	87,500	98,648	11,148	
SELF PROC INS PREM TAX 0904			1,265	1,265	41,250	1,404	-39,846	
PURCHASING GROUP PREM TAX 0905			1,154	1,154	1,250	2,286	1,036	
09 INSURANCE		8,869	172,687	163,818	239,741	325,495	85,754	
SEC AGENTS ORIG LIC FEES 1006		36,000	67,160	31,160	68,000	117,040	49,040	
SEC DEALERS ORIG LIC FEES 1008		2,400	3,100	700	4,800	5,000	200	
SEC ISSUERS REG FEES 1010		280,000	510,500	230,500	560,000	940,800	380,800	
SEC ISSUERS EXEMPT FEES 1011		6,300	5,700	-600	12,600	12,900	300	
SEC INVEST ADV ORIG 1019		1,000	550	-450	2,000	1,350	-650	
10 BANKING		325,700	587,010	261,310	647,400	1,077,090	429,690	
CLASS I 1101		47,700	29,295	-18,405	95,400	76,535	-18,865	
CLASS A RESTAURANT/LOUNGE 1105		20,100	18,900	-1,200	38,400	47,400	9,000	
CIVIC ORGANIZATIONS 1107		300	300		300	650	350	
AGENCY LIQ STORE FULL TIME 1108		2,100	900	-1,200	6,900	3,300	-3,600	
CLASS I-A 1110		10,570	4,400	-6,170	19,970	9,900	-10,070	
SMALL MAINE BREWERY 1113		50		-50		50		
DIST & BREWERS 1114					1,000	2,000	1,000	
CLASS X 1115		39,300	28,600	-10,700	63,500	59,400	-4,100	

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		Estimated Collections	Actual Receipts	Monthly Variance	Estimated Collections	Actual Receipts	Year-to-Date Variance		
AUXILIARY LICENSE	1116		100	100	100	100			
MAINE FARM WINERY	1117	50	50		50	50			
MANUFACTURER WINERY	1119					1,000	1,000		
B Y O B FUNCTION PERMIT	1129	100	110	10	170	210	40		
BOTTLE CLUB REGISTRATION	1130	150	100	-50	370	150	-220		
SPEC CATER OFF PREM S & V	1131	470	700	230	1,640	2,690	1,050		
CLASS III	1132	2,200	3,520	1,320	7,800	10,560	2,760		
CLASS IV	1138	4,400	6,600	2,200	14,080	16,060	1,980		
CLASS V	1140	1,485	990	-495	2,475	2,035	-440		
CLASS VI	1155	36,400	29,200	-7,200	65,600	50,200	-15,400		
MALT LIQ CERT OF APPROVAL	1158	4,200	1,800	-2,400	6,600	2,400	-4,200		
WINE CERT OF APPROVAL	1159	7,200	4,200	-3,000	10,200	10,200			
WHOLESALE MALT LIQUOR	1161	1,200		-1,200	1,200		-1,200		
CLASS VII	1176	30,400	24,400	-6,000	52,800	40,600	-12,200		
11 ALCOHOLIC BEVERAGES		208,375	154,165	-54,210	388,605	335,440	-53,165		
LICENSES HARNESS HORSE RA	1221					1,919	1,919		
PULL EVENT PERMIT	1255	150	40	-110	350	150	-200		
12 AMUSEMENTS TAX		150	40	-110	350	2,069	1,719		
COMM PARI MUTUELS HARNESS	1301	96,600	73,065	-23,535	184,000	254,222	70,222		
TRACK REIMB JUDGES	1303	25,000	2,275	-22,725	50,000	2,275	-47,725		
CONCEALED LICENSE PERMIT	1378		5,376	5,376		15,216	15,216		
13 BETTING TAXES		121,600	80,716	-40,884	234,000	271,713	37,713		
BOTTLERS LICENSES	1401	8,960	300	-8,660	9,820	6,300	-3,520		
MILK LICENSES	1402	400	160	-240	2,400	685	-1,715		
NURSERY LICENSES	1403	500		-500	1,000	275	-725		
SARDINE PACKERS LICENSE	1404					250	250		
PRODUCT REGISTRATION FEE	1405	200		-200	508	560	52		
REG OF FEEDING STUFFS	1406	700	1,220	520	1,330	7,480	6,150		
LIVESTOCK AND POULTRY LIC	1409	100	5	-95	300	63	-237		
FOOD INSPECT LIC-PERMIT	1410	5,000	9,275	4,275	9,675	21,730	12,055		
GARBAGE FEEDING LICENSE	1414		2	2		2	2		
TOBACCO PRODUCTS LICENSE	1415		50	50	150	400	250		
CIGARETTE DISTR LIC	1416	2,200	1,950	-250	7,000	7,250	250		
CIGARETTE WHOLESALE LICEN	1418	250		-250	1,250		-1,250		
RES COMMERCIAL FISH LICEN	1420	3,733	3,179	-554	9,853	5,029	-4,824		
ORIG OCC/PRO LICENSES 5	1425	1,038	1,336	298	3,538	1,670	-1,868		
RENL OCC/PRO LICENSES 5	1431	200	150	-50	300	250	-50		
ORIG APPRENTICE LICENSES	1435	2,381	1,269	-1,112	2,881	1,293	-1,588		
HOSPITAL LICENSES	1440	17,000		-17,000	37,000		-37,000		
AIRCRAFT LICENSES	1444	455	350	-105	910	830	-80		
RETAIL SEAFOOD DEALERS LI	1445	3,256	3,910	654	9,631	6,460	-3,171		

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LICENSE APPLICATION FEES	1446				625		-625		
SPECIAL LICENSES & LEASES	1448	15,215	14,050	-1,165	44,274	25,937	-18,337		
STAMP SALES BEDDING ETC	1449	7,500	2,759	-4,741	12,900	2,848	-10,052		
LOBSTER CRAB FISH LICENSE	1452	32,500	35,952	3,452	77,500	57,352	-20,148		
WHOLESALE SEAFOOD DEALERS	1455	2,500	4,660	2,160	5,003	6,526	1,523		
INTERSTATE LOBSTER TRANS	1456	1,517	2,600	1,083	3,700	4,332	632		
LOBSTER MEAT PERMITS	1458	440	660	220	880	990	110		
RES INTERSTATE SHELLFISH	1462	209	739	530	898	1,055	157		
SEA MOSS LICENSES	1463	40	196	156	103	226	123		
SCHOOL LICENSES/PERMIT	1470		100	100		200	200		
BOAT REGISTRATION TRANSF	1472	120	126	6	191	252	61		
LIC ROADSDE EAT LODGE HOU	1474	50,000	44,339	-5,661	117,500	86,482	-31,018		
COMMERCIAL SHELLFISH LICE	1478	3,060	5,018	1,958	7,942	8,931	989		
MAHOGANY QUAHOG LICENSE	1479	267		-267	623	89	-534		
REG OF BOATS OVER 10 HP	1480	77,254	109,159	31,905	162,490	270,141	107,651		
BOAT OPERATORS LICENSE	1482	3		-3	12	7	-5		
MUSSEL LICENSE	1485	311	157	-154	586	157	-429		
BOAT DUPLICATE STICKERS	1487	70	86	16	126	184	58		
DUPLICATE LICENSES	1488	157	131	-26	271	267	-4		
BOAT LOCAL TEMP REG	1490	3,941		-3,941	8,392		-8,392		
BOAT DEALER TEMP PLATES	1491	170	305	135	523	579	56		
BOAT DEALER REGISTRATION	1496	115	72	-43	275	227	-48		
14 OTHER TAX SPECIAL		241,762	244,265	2,503	542,360	527,309	-15,051		
LICENSE RESTORATION FEES	1503				50,000		-50,000		
FEES TEMP DEALERS PLATES	1507	229	45	-184	576	250	-326		
DUP CERTIFICATE	1511	5	6	1	8	10	2		
DRIVER REHAB COURSE	1515	75,136	56,025	-19,111	150,272	135,545	-14,727		
NON-RES 3 DAY SNOWMOBILE REG	1565	300	9	-291	450	17	-433		
NON-RES 10 DAY SNOWMOBILED	1566	120		-120	180		-180		
NON-RES SEASON SNOWMOBILED	1567	1,540	91	-1,449	2,310	117	-2,193		
SNOW LOCAL TEMP REG	1572	238		-238	271		-271		
SNOW REPLACE DEALER PLATE	1573	16	10	-6	16	15	-1		
SNOW DEALER PLATE	1574	355	369	14	856	945	89		
SNOWMOBILE REGISTRATION	1575	4,340	1,356	-2,984	6,506	3,239	-3,267		
SNOWMOBILE DEALERS REGIS	1576	525	285	-240	1,087	735	-352		
ATV-DEALER REGISTRATION	1577	300	150	-150	650	360	-290		
ATV DEALER PLATES	1578	136	140	4	399	245	-154		
ATV REPLACEMENT PLATES	1579	51	18	-33	69	43	-26		
ATV REGISTRATIONS	1580	24,025	43,268	19,243	66,270	88,460	22,190		
ATV LOCAL TEMP REG	1581	7,304		-7,304	21,736		-21,736		
ATV DUP REG	1582	7	10	3	13	20	7		
ATV DUPLICATE STICKER	1583	20	7	-13	22	12	-10		
ATV REGISTRATION TRANSFER	1584	42	26	-16	58	38	-20		
ATV DEALER TEMP PLATES	1585	113	170	57	506	440	-66		

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15 M/V LICENSE RELATED FEES		114,802	101,985	-12,817	302,255	230,491	-71,764		
RES JUNIOR TRAP LICENSE 1701		109	21	-88	119	70	-49		
1-DAY FISH EXCHG COMB 1705		271	144	-127	855	369	-486		
3-DAY FISH EXCHG COMB 1706		72	105	33	180	162	-18		
NON RES SM GAME LIC 1708		692	330	-362	1,384	660	-724		
BREED LIC FOR WILD ANIMAL 1709		78		-78	281	75	-206		
RES SERVICEMANS COMBO 1710		930	1,260	330	2,019	1,540	-479		
FALCONRY LICENSE 1711		12		-12	25		-25		
WILDLIFE EXHIBITORS 1712		122	-73	-195	648	365	-283		
NON RES HIDE DEALERS LIC 1715					249	216	-33		
RES HIDE DEALERS LIC 1716		661		-661	2,435	232	-2,203		
BAIT WHOLESALERS 1717		90		-90	90	48	-42		
ALIEN COMBINATION 1720		660	176	-484	660	1,584	924		
ALIEN FISHING 1721		320	1,120	800	1,088	2,450	1,362		
ALIEN SMALL GAME 1722		113	140	27	169	140	-29		
ALIEN ARCHERY 1723		71		-71	142	70	-72		
SPEC HIDE DEALER'S LICENSE 1724		36		-36	72	40	-32		
WILDLIFE IMPORT/POSS PERMIT 1725		83		-83	166	50	-116		
UNDISTR F&W COLLECTIONS 1726		800,000	186,241	-613,759	450,000	-39,631	-489,631		
RES TRAP LIC STATEWIDE 1736		2,394	3,696	1,302	7,549	8,415	866		
NON RES TRAP LIC 1739		257	616	359	514	616	102		
TAXIDERMY TRAINEE 1740			1,000	1,000		1,080	1,080		
TAXIDERMY TRAINEE RENEWAL 1741						80	80		
RES TAXIDERMIST LICENSES 1742					4,000	3,065	-935		
ONE DAY BASS TOURN LICENS 1743		40		-40	40	24	-16		
COMB FISH AND ARCHERY 1744		364	720	356	1,228	1,128	-100		
FISHING DERBY PERMIT 1747		23		-23	23	24	1		
NON-RES 3 DAY SM GAME HUNT 1748		227	120	-107	454	120	-334		
SMALL GAME HUNTING LIC 1749		15	72	57	163	84	-79		
RESIDENT JR HUNT LICENSE 1750		4,527	1,647	-2,880	8,070	1,853	-6,217		
RES COMBINATION LICENSE 1751			105,918	105,918	70,000	175,184	105,184		
RES HUNTING LICENSE 1752			20,519	20,519	2,000	23,008	21,008		
RES FISHING LICENSE 1753			193,495	193,495	105,000	400,796	295,796		
RESIDENT ARCHERY LICENSE 1754		2,248	2,479	231	4,281	3,201	-1,080		
NON RES JUN SMALL GAME 1755			1,400	1,400	379	1,700	1,321		
EEL PERMITS 1756		489		-489	615	210	-405		
NON RES BIG GAME LIC 1757		272,000	340,170	68,170	444,754	391,581	-53,173		
NON RESIDENT ARCHERY LIC 1758		955	2,475	1,520	1,592	3,300	1,708		
ALIEN BIG GAME HUNT LIC 1759		27,680	2,625	-25,055	36,964	2,875	-34,089		
LICENSE TO SELL INLAND FI 1760					20		-20		
DUPLICATE LICENSE FEES 1761		8	6	-2	16	14	-2		
ONE DAY FISHING 1762		17,046	15,291	-1,755	45,658	26,397	-19,261		
ONE DAY FISHING EXCHANGE 1763		500	1,014	514	1,000	2,215	1,215		
DOG TRAINING AREA LICENSE 1764						25	25		
NON RES 7 DAY FISH LIC. 1765			77,394	77,394	17,000	105,276	88,276		

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NON RES SEASON FISH LIC	1766		112,429	112,429	82,000	227,754	145,754		
NON RES 15 DAY FISH LIC	1767	14,959	24,212	9,253	38,582	31,888	-6,694		
NON RES EXCHANGE FISH LIC	1768	37	300	263	66	444	378		
3 DAY FISHING LIC	1769		67,259	67,259	26,000	104,191	78,191		
BOYS GIRLS CAMP FISH LIC	1770				362	304	-58		
NON RES FISH LIC JUNIOR	1771	4,692	4,522	-170	11,206	5,649	-5,557		
NON RES COMBO FISH & HUNT	1772	20,997	33,752	12,755	50,019	78,647	28,628		
COMM SHOOTING AREA LIC	1774				110		-110		
LIC TO HUNT COMM SH AREA	1775					266	266		
RESIDENT GUIDE LICENSE	1778	3,317	-79	-3,396	5,078	4,347	-731		
WHITewater GUIDE LICENSE	1779					435	435		
MUZZLE LOADING LICENSE	1786		572	572		913	913		
NON-RES MUZZLE LD LIC	1787	78	660	582	78	693	615		
RESIDENT MOOSE PERMIT	1789	286	1,595	1,309	8,480	34,046	25,566		
NONRESIDENT MOOSE PERMIT	1792	347	900	553	23,260	48,300	25,040		
SALE OF PY GAME STAMPS	1793	23		-23	29		-29		
COM WH WATER OUTFIT LIC	1794	347		-347	347		-347		
CAMP TRIP LEADERS PERMIT	1795	277	-13	-290	2,820	2,078	-742		
RES BEAR HUNT PERMIT	1796	1,097	340	-757	1,436	405	-1,031		
NON-RES BEAR HUNT PERMIT	1797	2,995	2,010	-985	4,739	2,777	-1,962		
RESIDENT MOOSE APP	1799					-20	-20		
17 HUNTING AND FISHING		1,182,545	1,208,580	26,035	1,466,514	1,663,828	197,314		
WEIGHTS AND MEASURES FEES	1909	6,000	7,623	1,623	10,935	11,876	941		
FRANCHISE RECORDING FEE	1914	300		-300	575		-575		
COMM FOR JUSTICE PEACE ET	1916	7,083	9,775	2,692	14,166	15,950	1,784		
AIR & SEAPLANE BASE LICEN	1935	233		-233	466		-466		
AIRCRAFT DEALERS LICENSE	1936	433	150	-283	867	200	-667		
LIC OPER WATER TREAT PLAN	1950		75	75		195	195		
19 OTHER TAXES		14,049	17,623	3,574	27,009	28,221	1,212		
MISCELLANEOUS FINES	2001	2,309,685	2,865,972	556,287	4,274,788	4,338,849	64,061		
DOT FINES	2002	-198,240	-175,860	22,380	-366,240	-359,661	6,579		
IFW FINES	2012	168		-168	14,412		-14,412		
PUC FINES	2017	-56,994	-63,387	-6,393	-105,294	-129,696	-24,402		
KEEP MAINE SCENIC FINES	2020	-102	-21	81	-204	-221	-17		
LOCAL ORDINANCE FINES	2021	-7,465	-8,244	-779	-17,100	-17,582	-482		
SURCHARGE FUND	2076	-39,648	-41,045	-1,397	-73,248	-81,730	-8,482		
SURCHARGE-COURT ADMIN	2077	-18,585	-18,039	546	-34,335	-35,770	-1,435		
COLLECTION EXPENSE	2078	-850		850	-1,700	56,806	58,506		
SURCHARGE-PUBLIC SAFETY	2079	-18,585	-18,039	546	-34,335	-35,771	-1,436		
DEP FINES	2081	35,000	72,147	37,147	35,000	146,047	111,047		
IFW FINE WATERCRAFT	2082	5,168	-1,201	-6,369	4,687	-1,974	-6,661		
TOBACCO ENFORCEMENT	2086	-1,530	-4,845	-3,315	-3,060	-8,924	-5,864		
TOBACCO LICENSING VIOLAT	2087	-1,020		1,020	-2,040		2,040		

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CHARGE FOR RETURNED CHECKS 2094		5,000	2,600	-2,400	10,000	7,040	-2,960	
20 FINES, FORFEITS AND PENALTIES		2,012,002	2,610,038	598,036	3,701,331	3,877,413	176,082	
INT BANK BALANCES 2101			9	9		21	21	
EARNINGS ON INVESTMENTS 2105			1,601,178	1,601,178	52,148	1,601,178	1,549,030	
21 REVENUE FROM USE OF MONEY			1,601,187	1,601,187	52,148	1,601,199	1,549,051	
FED GRANTS HWYS BRIDGES 2201						8	8	
DISTRIBUTED REVENUE-FED 2223		25,000	12,092	-12,908	50,000	13,427	-36,573	
FED GRANTS FOR OTHER PURP 2226		650,000	218,182	-431,818	1,300,000	537,531	-762,469	
SERV FEES FEDERAL GOVERN 2296		29,708	37,221	7,513	61,611	64,461	2,850	
22 FEDERAL		704,708	267,495	-437,213	1,411,611	615,427	-796,184	
SERV FEES COUNTIES 2397			3,472	3,472		6,944	6,944	
23 COUNTY			3,472	3,472		6,944	6,944	
PRO RATA SHARE OF ADMIN C 2461		417		-417	834		-834	
24 CITIES AND TOWNS		417		-417	834		-834	
CHILD SUPPORT COLLECTION 2520		25,000		-25,000	50,000	194,299	144,299	
PRIV CONTR FOR OTHER PURP 2526		22	5,420	5,398	29	8,634	8,605	
O A S I PAYMENTS 2543		83,333	298,144	214,811	166,666	429,957	263,291	
25 PRIVATE SOURCES		108,355	303,564	195,209	216,695	632,890	416,195	
RENT OF LANDS 2601			1,904	1,904		1,904	1,904	
RENT OF BLDGS 2602		650		-650	650	822	172	
RENT OFFICES ROOMS 2603		1,458	1,605	147	2,916	3,209	293	
USE OF CONCESSIONS 2604		6,000	8,141	2,141	10,000	9,390	-610	
RECREATIONAL USE OF PARKS 2610		567,000	603,621	36,621	867,100	781,122	-85,978	
JURY DUTY REIMB 2611			334	334		372	372	
CARE AND TREATMENT ARC 2614		41,417	36,935	-4,482	82,834	83,658	824	
MISC RENTS & LEASES 2616		333	144	-189	667	832	165	
APPLIC & EXAM FEES 2619		3,000	-6,553	-9,553	6,000	30,375	24,375	
INSPECTION SERVICES 2621			312	312		312	312	
LAB SERVICES RENDERED 2622		100		-100	200		-200	
LEGAL SERVICES RENDERED 2623		11,500		-11,500	23,000	1,000	-22,000	
MEDICAL SERVICES RENDERED 2627			53	53		330	330	
HOSP SERV RENDERED PINELA 2629		28,583	38,070	9,487	57,166	81,098	23,932	
RECVNG FILNG RECORD DEEDS 2630		29,990	43,632	13,642	59,920	96,652	36,732	
REGISTRATION FEES 2631		1,299	3,776	2,477	10,478	4,855	-5,623	
FILING FEES 2632		111,083	105,419	-5,664	218,666	226,855	8,189	

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MEDICAID ADVOCATES	2633				94,250		-94,250	
HOSP SERV RENDERED LEVSON	2634	77,167	104,808	27,641	154,334	195,830	41,496	
TUITION FEES	2635		500	500		2,775	2,775	
WITNESS FEES	2636	1,260	69	-1,191	2,520	166	-2,354	
MISC SERVICES & FEES	2637	34,267	55,013	20,746	89,604	117,593	27,989	
MEDICAID CRISIS WORKERS	2639	20,601	60,859	40,258	41,202	72,541	31,339	
CERTIFIED DOCUMENT FEES	2642	2,917	2,877	-40	5,833	7,376	1,543	
EMPLOYEE MAINTENANCE	2645		5,345	5,345		13,495	13,495	
CARE OF CHILDREN	2646	70,197		-70,197	140,394		-140,394	
TESTING FEES	2647	200		-200	400	3,600	3,200	
SALE OF MAPS	2657	194		-194	322		-322	
SALE OF BOOKS	2658	1,737		-1,737	1,917	4,269	2,352	
SALE OF PRINTS	2660	334	430	96	668	430	-238	
SALE OF SUPPLIES	2663	725	708	-17	2,316	722	-1,594	
SALE MAILING LISTS	2669	2,155	4,561	2,406	4,235	8,411	4,176	
SALE GREASE TALLOW	2671	500	8	-492	1,500	16	-1,484	
SALE OF MEALS	2674	160	132	-28	321	261	-60	
SALE OF LODGING AND MEALS	2676	7,777	20,170	12,393	11,482	33,735	22,253	
CLAIMS AGAINST VENDORS	2678	40	12	-28	40	102	62	
AUDIT RETURNS	2680	12,500		-12,500	25,000		-25,000	
OVERPAYMENTS TO BE REFUND	2681		483	483	77	538	461	
SALE OF PUBL/COPIES/CERTS	2685	317	568	251	634	1,690	1,056	
MISCELLANEOUS INCOME	2686	6,860	24,799	17,939	7,122	27,982	20,860	
CASH OVER SHORT FORGN EX	2689		-2,914	-2,914		-1,291	-1,291	
RECOVERED COST	2690	1,667	130	-1,537	3,334	50,272	46,938	
SERV AND FEES CHG OTHER D	2691	8,534	8,774	240	18,068	18,761	693	
RECOVERED CLAIM PAYMENTS	2694				2,000		-2,000	
MR MED WAIVER-CASE MGMT	2695	453,404		-453,404	906,808	578	-906,230	
NON-WAIVER CASE MGMT	2696	17,917	29,965	12,048	35,834	64,159	28,325	
MEDICAID PROF SUPPORT SER	2697	47,000		-47,000	94,000	33,629	-60,371	
ADMIN/COST ALLOCATION	2698				340,853		-340,853	
26 SERVICE CHARGES FOR CURR SERV		1,570,843	1,154,690	-416,153	3,324,665	1,980,426	-1,344,239	
TRANSFER ALCOHOL PREMIUM	2705	170,035	120,000	-50,035	315,270	250,436	-64,834	
TRANS FROM LIQUOR COMM	2706	2,658,707	1,661,450	-997,257	4,929,635	4,155,299	-774,336	
TRANS FROM LOTTERY COMM	2707	3,420,912	3,695,926	275,014	6,837,756	6,897,900	60,144	
STACAP - FROM HIGHWAY FND	2718	62,916	195,266	132,350	126,776	508,596	381,820	
CONT FROM OTHER SPEC REV	2719		-1,553	-1,553		-6,553	-6,553	
STACAP - OTH SPCL REV FND	2721	125,831	155,505	29,674	253,550	328,600	75,050	
FED BLOCK GRANT ST CAP	2728	12,583	16,932	4,349	25,355	30,700	5,345	
STACAP - FEDRL EXPEND FND	2729	184,815	208,777	23,962	372,402	457,124	84,722	
STACAP - ENTERPRISE FUNDS	2730	13,370	34,108	20,738	26,940	95,259	68,319	
STACAP - INTRAGOVMTL FNDS	2731	39,322	40,169	847	79,234	114,934	35,700	
STA-CAP HIGHWAY BOND FUND	2736					6	6	
27 CONTRIB AND TRANSFERS		6,688,491	6,126,580	-561,911	12,966,918	12,832,301	-134,617	

BUDGET MANAGEMENT SYSTEM

REVENUE VARIANCE REPORT FOR AUGUST 1998

FORM.....: E Undedicated Revenues
Fund.....: 010 GENERAL FUND

Page: 9
DATE: 09/14/98
Program: c01.sqr

	RSRC	AUGUST			YEAR-TO-DATE			Source Acct	
		Estimated Collections	Actual Receipts	Monthly Variance	Estimated Collections	Actual Receipts	Year-to-Date Variance		
SALE OF EQUIPMENT	2806	600		-600	1,200		-1,200		
SALE OF STUMPAGE	2816					3,784	3,784		
SALE OF AUTOS	2821	5,000		-5,000	10,000		-10,000		
OTHER SETTLEMENTS	2830		374	374		10,019	10,019		
28 SALES AND COMP LOSS OF PROP		5,600	374	-5,226	11,200	13,803	2,603		
**** Total ****	9999	75,649,052	82,664,743	7,015,691	220,683,886	227,185,845	6,501,959		

B A L A N C E S H E E T A C C O U N T B A L A N C E

FUND	BS ACCOUNT	SHORT NAME	BS ACCOUNT BALANCE	BEGIN DAY BALANCE	ACCOUNT TYPE	EXCEPT IND
=====	=====	-----	-----	-----	-----	-----
01- 010	0306	RS/WC ADV	2,177,261.00	2,177,261.00	03	
02- 010	0308	RAINY DAY	103,700,092.72	103,700,092.72	03	←
03- 010	0309	RS/LEG AP	1,163.08	1,163.08	03	
04- 010	0310	TAX RELIEF	154,045,353.61	154,045,353.61	03	
05- 010	0312	RS/LN INS	1,000,000.00	1,000,000.00	03	
06- 010	0313	RES/ENCUM	72,531,830.28	72,531,830.28	03	
07- 010	0314	RS/PREENC	1,840,905.78	1,840,905.78	03	
08- 010	0315	RS/RETRMT	3,250,000.00	3,250,000.00	03	
09- 010	0316	PROPTAXREL	0.00	0.00	03	
10- 010	0320	MEMB CONT	3,110.00	3,110.00	03	
11- 010	0340	TRUST LIA	0.00	0.00	03	
12- 010	0350	LEG/M.CON	0.00	0.00	03	
13- 010	0380	EXP/UNALL	-720727386.73	-720727386.73	03	*
14- 010	0381	ALLOTMENT	720,691,057.92	720,691,057.92	03	

CONSENSUS ECONOMIC FORECASTING COMMISSION FINDINGS

(Percent Change)

	CY1998				CY1999				CY2000				CY2001				CY2002		CY2003	
	11/95 F'cast	9/96 Update	12/97 Update	9/98 Update	11/95 F'cast	9/96 Update	12/97 Update	9/98 Update	11/95 F'cast	9/96 Update	12/97 Update	9/98 Update	11/95 F'cast	9/96 Update	12/97 Update	9/98 Update	9/98 F'cast	?	9/98 F'cast	?
Maine Wage & Salary Employment	1.3	1.0	1.0	1.6		1.2	1.0	1.0		1.0	1.2	1.0		1.0	1.2	1.1	1.2		1.2	
Maine Total Personal Income (nominal)	5.0	5.0	5.5	5.5		5.0	5.3	5.2		5.0	5.3	5.4		5.0	5.3	5.4	5.4		5.4	
Consumer Price Index		3.0	2.9	1.7		3.0	3.0	2.8		3.0	3.0	2.8		3.0	3.0	2.8	3.0		2.9	

Sources:

- Report of the Maine State Revenue Forecasting Committee (November 1995);
- Preliminary Data from the Consensus Economic Forecasting Committee (September 1996);
- Report of the Maine State Revenue Forecasting Committee (December 1997); and
- Preliminary Data from the Consensus Economic Forecasting Committee (September 1998).

**Consensus Economic Forecasting Commission
Recommendations - September 1998**

Calendar Years	1998	1999	2000	2001	2002	2003
W&S Employment (Annual Percentage Change)						
SPO Forecast	1.6	1.2	1.6	1.6	1.6	1.6
NEEP	1.6	1.0	1.0	1.5	1.2	1.2
DRI	1.9	1.1	1.1	0.6	0.7	0.7
Consensus	1.6	1.0	1.0	1.1	1.2	1.2
Personal Income (Annual Percentage Change)						
SPO Forecast	4.8	5.5	5.5	5.7	5.8	5.4
NEEP	5.5	5.2	5.4	5.8	5.6	5.3
DRI	4.0	4.2	4.4	3.9	4.0	4.2
Consensus	5.5	5.2	5.4	5.4	5.4	5.4
CPI (Annual Percentage Change)						
SPO Forecast	No numbers given by SPO					
NEEP	1.8	2.9	2.9	3.2	3.2	2.9
DRI	1.6	2.4	2.8	3.1	2.8	2.7
Consensus	1.7	2.8	2.8	3.0	3.0	2.9

Other Notes:

Commission qualified acceptance of these numbers; want to revisit these numbers in early winter.
 Factors that created the 90-91 recession are not present now.
 DRI predicts a 50% chance of recession but not a deep one or a long one.
 DRI more pessimistic forecast seems to be tied to a significant drop in in non-durable goods.
 RFA model predicts a good construction year in 2000.
 Income numbers questioned given low population and employment growth.
 Wage pressures to account for some of the income growth.

G:\OFPR\ECONOMIC\FORECAST.XLS
 Date: 9/8/98

118th MAINE LEGISLATURE ORIENTATION ACTIVITIES

November		Regional Meetings for New Members (3)
December	2 - 5	Pre-Legislative Conference
	4 - 5	118th Legislative Council convened
January	8	Leadership and the Maine Economy (Sponsored by MDF) Augusta Civic Center
	9	Committee Chairs' Orientation Oblate House 1-3 p.m.
	23	Strategic Planning Overview Hall of the House
	28	State of the State
February	5	"Education Day" Augusta Civic Center
	9 - 11	MDF Economic Tour/Southern Maine



**118th Maine Legislature
New Member Orientation
Regional Meetings
5:30 - 9:00 PM**

Registration/Meet Your Colleagues (5:30 PM)

Welcome (6:00 PM)

- ☐ Legislators' Compensation and Benefits
- ☐ Roles & Responsibilities
- ☐ Offices of the Secretary of the Senate and Clerk of the House
- ☐ Leadership Office Services

Break (7:30 PM)

- ☐ Cloture: How to File Legislation
- ☐ Non-Partisan Staff Offices: Roles and Services
- ☐ Committee Jurisdiction
- ☐ Schedule for Orientation Week

Questions/Discussions (8:50 PM)

Orientation Schedule

Wednesday, November 13	Augusta
Monday, November 18	Bangor
Thursday, November 21	Portland



118th LEGISLATURE
PRE-LEGISLATIVE CONFERENCE

December 2 - December 5, 1996

Sponsored by the Legislative Council

Monday, December 2



Orientation for New Legislators

10:00 a.m. - 11:00 a.m.

Registration

Third Floor Rotunda

Tours of the State House

11:00 a.m. - 12:00 noon

The Legislative Branch:

Powers and Functions

Representative Richard H. Thompson

Donald N. Zillman, Dean

University of Maine School of Law

Hall of the House

12:00 noon

Box Lunch

Hall of Flags

Second Floor

1:30 p.m. - 2:30 p.m.

Offices of the Secretary and Clerk:

Responsibilities and Services

to Members

Hall of the House

2:45 p.m. - 3:45 p.m.

Mock Sessions

Senate Chamber &

Hall of the House

6:00 p.m.

Buffet Dinner

Hosted by Members of Leadership

of the 117th and 118th Legislatures

Senator Inn

State Room

Tuesday, December 3



Orientation for All Members

8:00 a.m. - 9:30 a.m.

Registration

Third Floor Rotunda

9:30 a.m.

Welcoming Remarks

Honorable Jeffrey H. Butland

President of the Senate

Honorable Dan A. Gwadosky

Speaker of the House

Hall of the House

9:45 a.m. - 12 noon

Democratic Caucus

Republican Caucus

Hall of the House

Senate Chamber

11:45 a.m. - 1:00 p.m.

Box Lunches Available

Hall of Flags

Second Floor

1:15 p.m. - 2:45 p.m.

Seminar on Legislative Ethics

(as required by 1 MRSA, Section 1008)

Calvin MacKenzie, Chair

Commission on Governmental Ethics

Andrew Ketterer, Attorney General

Honorable Francis C. Marsano

Superior Court Justice

Hall of the House

1:30 p.m.

Tours of the Blaine House

& the Maine State Museum

for Legislators' Families

Assemble in Third

Floor Rotunda

3:00 p.m. - 4:00 p.m.

Maine State Budget: An Overview

John Wakefield, Director

Jim Clair, Deputy Director

Office of Fiscal and Program Review

Room 228, State House

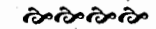
5:30 p.m.

Reception/Cash Bar & Banquet

Hosted by the 117th Legislative Council

Augusta Civic Center

Wednesday, December 4



118th Legislature Convenes

10:00 a.m.

Swearing in of Members

by Governor Angus S. King, Jr.

Senate Chambers

Hall of the House

Organization of the Senate and House

Election of Presiding Officers

Election of Secretary of the Senate and

Assistant Secretary of the Senate

Election of Clerk of the House and

Assistant Clerk of the House

The Legislature Will Proceed With Orders of the Day

2:00 p.m.

Joint Convention

Election of Constitutional Officers

Hall of the House

4:00 p.m.

Senate and House Reconvene

Senate Chamber &

Hall of the House

4:30 p.m.

Reception

Hosted by Governor Angus S. King, Jr.

and First Lady Mary J. Herman

Blaine House

Thursday, December 5



Orientation for All Members

8:30 a.m. - 12:30 p.m.

Support from Non-Partisan Staff Offices: *Room 228,
State House*

Overview

- ◆ Staff Support in the Legislative Process
- ◆ Research and Information Services

PRE - LEGISLATIVE CONFERENCE

Each legislative session finds many members who are new to their duties, to legislative procedures and services, and to each other. The Pre-Legislative Conference is designed to acquaint new legislators with the essentials of the process and with the staff services and other resources available to assist members in carrying out their responsibilities.

The 1996 Pre-Legislative Conference is sponsored by the Legislative Council and organized and staffed by legislative agency personnel. The cost of the conference is paid by legislative appropriation.

LEGISLATIVE COUNCIL 117th LEGISLATURE

Senator Jane A. Amero, Chair
Representative Elizabeth H. Mitchell, Vice-Chair

SENATORS

Jeffrey H. Butland
R. Leo Kieffer
Mark W. Lawrence
Beverly M. Bustin

REPRESENTATIVES

Dan A. Gwadosky
Paul F. Jacques
Walter E. Whitcomb
Joseph G. Carleton, Jr.

ADVISORS

May Ross, Secretary of the Senate
Pamela Cahill, Assistant Secretary of the Senate
Joseph W. Mayo, Clerk of the House
Millicent MacFarland, Assistant Clerk of the House
Sally Tubbesing, Executive Director, Legislative Council
David Boulter, Director, Office of Policy & Legal Analysis
Margaret E. Matheson, Revisor of Statutes
Lynn E. Randall, State Law Librarian
John Wakefield, Director, Office of Fiscal & Program Review

Orientation for the 119th Legislature

Summary of Key Objectives for the Orientation

As part of its institutional responsibilities, the Legislative Council coordinates orientation programs for incoming legislatures.

I. It is the goal of the orientation program for the 119th Legislature to help legislators:

- understand the role of the legislature as a separate, co-equal branch of government;
- understand the legislative process and participate in it effectively;
- understand the roles and responsibilities of the various legislative offices and the services they provide to legislators;
- become informed on major public policy issues; and
- identify non-legislative resources and information that are available to members.

II. In addition, the legislative orientation should reflect careful attention to:

- scheduling of orientation sessions to allow for optimal use of the time between the general election in November and mid to late January;
- sequencing information so there is a logical progression of information covered in the orientation sessions, and providing opportunities for members to incorporate their own experiences;
- providing opportunities for legislators to review earlier presented information so that members have multiple opportunities to cover essential information; and
- providing an appropriate balance between sessions on the legislative process and on public policy issues.

III. Finally, the orientation program should include segments specifically designed for:

- new (first-time) legislators;
- all legislators;
- committee chairs;
- minority party leads;
- committees; and
- Legislative Council.

Orientation for the 119th Legislature

Proposal for A 3 phase orientation program

(Coordinated by legislative offices with assistance and participation by others)

I. New Member Orientation – understanding the basics

- ✓ introduction to the legislative branch and its facilities;
- ✓ overview of the role and Constitutional powers and responsibilities of the Legislature;
- ✓ administrative procedures (salary, per diem, health insurance, filing expense accounts, etc.);
- ✓ understanding the legislative process and role of joint standing committees;
- ✓ role of legislative offices and services provided;
- ✓ parliamentary procedures;
- ✓ mock session;
- ✓ understanding the state budget document; and
- ✓ how to file a bill.

II. Preparing to Lead – procedural and operational aspects for committee chairs and others

- ✓ committee chair orientation;
- ✓ orientation for minority party lead in committees;
- ✓ seminar on legislative ethics;
- ✓ committee and legislator support services by Legislative Council staff offices;
- ✓ NCSL guest speaker on running a committee; and
- ✓ Legislative Council retreat

III. Committee and Policy Area Orientation – preparing for the session's issues

- ✓ individual committee orientations;
- ✓ committee workshops and retreats;
- ✓ committee rules of procedure;
- ✓ committee orientations on legislative oversight responsibilities such as Government Evaluation Act, major substantive rules, regulatory agenda and performance budgeting
- ✓ briefing on the state of the Maine budget;
- ✓ policy issues briefings and panel discussions on topics such as the Maine economy, economic development, health care, education financing, and forest sustainability with presentations by individuals having expertise in the relevant policy areas.

November 1998

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

November 3 Election Day

Week of November 16 Orientation Session for **New Members**
Duration: 1 day
Location: Augusta
Proposed Program: (see below)
Est. Cost: \$1,500 (food/mileage)

* * * * *

New Members Workshop

Morning

- Legislature's role in Maine State Government
- Legislators' Compensation & Benefits

Box Lunch

Afternoon

- Introduction to Legislative Offices and Services
- Legislative Committees: Structure and Jurisdiction
- Cloture: How to File Legislation
- Maine State Budget: Part I
 - Sources and Uses
 - Trends

December 1998

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

November 30 - December 3 Pre-Legislative Conference
119th Legislature Convenes

December 3 119th Legislative Council Convenes

Week of December 7 One Day Workshop for New Members
- Morning

- Formulating Policy:
 - Legislative Committee Process
 - Executive Branch Agencies
 - The Lobby
- Legislative Computer System: Overview
 - "Hands-on" format

Legislative Web site
Bill Status

- Bill Filing "Clinic"

Week of December 7 - 14 Legislative Council Orientations

Lunch/afternoon - off site

December 18 Cloture? (pursuant to 118th Joint Rules)

January 1999

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

- January 5** State of the Budget: Workshop for all Members
- 6** Committee Chairs' Orientation
- Use NCSL to focus on management and Leadership of the legislative Committee process
- 7** Committee "Kick Off"
- Most committees will have Chair first meeting
 - List of Bill Titles to be available
- Week of January 11** Committees to conduct initial orientation sessions with departments/other interest groups
- Monday, January 11** Bill Priorities Workshop
Chairs/OPLA & OFPR staff
- Note:** Committees will be in a position to begin advertising by 1/15 for hearing week of 1/25
- January 13 - 14** Overview of Issues
- Week of January 19** MDF Economic Tour?
- Week of January 25** Public Hearings Begin

Migration Project Status Report
September 14, 1998

Migration Project:

- A work session with Peat Marwick KPMG is scheduled for Thursday, September 17, 1998.
- Work session objectives are to:
 - ◊ Review and resolve scope of work issues
 - ◊ Review and resolve schedule issues
 - ◊ Discuss areas of scope of work for Data Retrieval International
 - ◊ Define the process of introducing KPMG to DRI
 - ◊ Establish the specific areas of responsibility for the I/S staff person assigned
 - ◊ Discuss and define the work approval process
 - ◊ Discuss and define the change management process
 - ◊ Establish the project performance reporting process
 - ◊ Discuss and define the progress payment approval process
 - ◊ Review the contract terms and conditions
 - ◊ Establish a baseline contract price
- The Attorney General has assigned a member of his staff to support contract negotiations.
- The goal is to complete contract negotiations by early October.

Year 2000:

- Operating system software upgrades continue and are on track to be completed prior to the start of the session.
- Wang is researching software-licensing levels on the VS 8260 Public Bill Status computer.
- A recommendation for proceeding with the identification and correction of year 2000 code problems has been developed for Council consideration.

PAUL E. MAYOTTE
DIRECTOR
LEGISLATIVE INFORMATION SERVICES

EEN ELLEN GRIFFIN
LEGISLATIVE INFORMATION OFFICE
MANAGER



MAINE STATE LEGISLATURE
OFFICE OF LEGISLATIVE INFORMATION SERVICES

September 10, 1998

To: Senate President Mark W. Lawrence
Migration Oversight Team

From: Paul E. Mayotte, Director, Legislative Information Services *Paul*

Subject: Year 2000 Application Software Review and Correction, Vendor Recommendation

Background:

- The completion of the Wang Migration Project has been extended 12 months to October 2000.
- The extended migration schedule requires the existing Wang application software be reviewed and corrected for year 2000 code errors in support of the 2nd Session of the 119th Legislature.
- Information Systems Office staff has identified and performed a review of three firms capable of finding and correcting the year 2000 errors in time to support the 2nd 119th Legislative Session.

Year 2000 Vendor Scope of Work:

1. Code analysis and error identification (156 programs, 120,000 lines of code)
2. Error correction (rewrite the code)
3. Unit testing (test each correction individually)
4. System testing consulting (test to ensure applications function properly)
5. Warranty (12 months)

Vendors Reviewed:

CST2000
94 Auburn Street, Suite #8
Portland, ME 04103

Datamatics America, Inc.
19046 Bruce B. Downs Blvd.
Tampa, FL 33647

Huntington Pacific Computer Services, Inc. (HPCS)
1242 State Avenue, Suite # 1-201
Marysville, WA 98270

Reference / Background Checks:

Extensive reference and customer checks have been performed on each vendor.

- CST2000 currently has a major contract in place with the Maine Department of Human Services, has no specific Wang Y2K or Wang COBOL experience.
- Datamatics is approved by Wang for year 2000 work on Wang systems.
- HPCS, while a small company, received very positive endorsements which includes Wang experience.
- Based on the reference / background checks, all 3 firms are capable of performing the scope of work.
- Datamatics rated the highest, followed by HPCS, and CST2000.

Vendor Approach:

- CST2000 sends code offshore to India for review and correction.
- CST2000 unit testing, support for system test and most of the warranty work is performed by personnel located in the United States.
- Datamatics does all its work offshore except for system test support.
- HPCS uses personnel located at its US facility.
- CST2000 and HPCS need to make separate arrangements for access to the appropriate Wang hardware to support their efforts.

Schedule:

- No changes are to be made to the Legislature's production systems until the completion of the 1st 119th, June 1999.
- Copies of application code will be provided to the vendor shortly after contract signing, October 1998.
- Complete scope of work through unit test, November 1998 – February 1999.
- Install code, system testing and acceptance, June 1999 – September 1999

Cost Quotations:

	<u>CST2000</u>	<u>Datamatics</u>	<u>HPCS</u>
Analysis, correction, unit test	\$ 147,320	\$ 33,000	\$ 167,200
Wang hardware	\$ 14,500	\$ -	\$ 14,500
System testing	\$ 28,380	\$ 23,640	\$ 86,400
Warranty	\$ 25,000	\$ 20,000	included
	<u>\$ 215,200</u>	<u>\$ 76,640</u>	<u>\$ 268,100</u>

Recommendation:

Based on the vendor reference check, and low cost quotation, it is recommended that the Legislature Council authorize the Executive Director to enter into a contract with Datamatics America, Inc. for services to bring Wang application code into year 2000 compliance at a cost of \$76,640. Final contract terms and conditions to be determined through negotiations.

RECOMMENDED IMPROVEMENTS TO THE POLICY LEADERS ACADEMY

Revised draft, for discussion purposes only; prepared by the Maine Development Foundation
for Legislative Council review on September 14, 1998

These revisions are based on suggestions made by the Legislative Council at their
August 11 meeting, and others

DECEMBER, 1998

Dec. 9-10 Workshop for New Legislators [new]

- a. Description:
 - The first day, sponsored by the Legislative Council staff, would focus on the basics of the legislative process.
 - the evening of the first day and entire second day, sponsored by the Academy, would focus on the Maine economy;
- b. Participants: expect 40-50 legislators to attend, including 25-30 who have never been legislators.

Dec 7-18 Four Regional Workshops on How the Legislature Works [new]

- a. Description: two-hour educational workshops for community leaders and business people on the basics of the legislative process. Experienced legislators would deliver part of the program. The new video would be used at each session.
- b. Locations: Delivered at University/Technical College campuses in Presque Isle, Bangor, Lewiston and Portland
- c. Participants: expect 100 business and community leaders each session. Conducted in sponsorship with local united ways, chambers of commerce and development groups.

October-December: Staff and consultants will spend a great deal of time planning for the December 1998 and January-March, 1999 programs.

JANUARY, 1999

Economic tour of Northern Maine

- a. Description: Two-day economic tour of northern Maine, visiting key businesses, educational institutions and government facilities.
- b. Process: seek approval for schedule from Council in December.
- c. Schedule: Begin Sunday afternoon, conclude Tuesday 1:00 p.m.

Legislative Summit [new]

- a. Description: 1-2 day Summit for legislators on policy issues expected to be dealt with this biennium. Included would be a presentation on the economy. Each issue could be reviewed for 2-3 hours. The number of issues selected by the Council would determine the length of the session.
- b. Participants: Expect 150 legislators, 20 staff, and 10 speakers.
- c. Process: the Council would select topics in December, and the Academy staff would work closely with University faculty and OPLA on background papers, speakers, etc.
- d. Location: Augusta Civic Center

Facilitate Training Session for Committee Chairs & Minority Leads [new]

- a. Description: At the direction of the Legislative Council, Academy staff would facilitate the provision of training on leadership skills, committee process, etc. Legislators, OPLA staff and outside resources (e.g. NCSL) would deliver the actual training.
- b. Process: In December, the Council would decide the scope of this training, which could be delivered in December or January, and other times during the session.

Committee Retreats and Tours [new]

- a. Description: The Academy would support committee work in two ways:
 - Facilitate strategic planning retreats/workshops for committee members, to help them set priorities.
 - Organize economic tours for the committee.
- b. Process: The Academy staff would meet with each committee's chairs/minority lead/OPLA staff in December to determine what support, if any, each committee needs and when/how to deliver it.
- c. Expect 3-5 committees to participate.

FEBRUARY, 1999

Begin Weekly Luncheon Briefings on the Economy [expand]

- a. Description: ten weekly, 90-minute briefings would be conducted over lunch beginning the first week in February. Each session would include an overview of the issue by a resource person, a "real-life" explanation from a community or business leader, and question/answers with legislators.
- b. Topics: each weekly theme would be based on one of the 54 benchmarks of the Economic Growth Council.
- c. Location: Held in the state house, same day/time/location each week.
- d. Participants: expect 25-40 legislators each week.

Conduct Economic Tour of Southern Maine

- a. Description: Two-day economic tour of businesses, educational institutions and government facilities in southern Maine.
- d. Participants: Expect 75-80 legislators on the tour.
- e. Schedule: Begin Sunday afternoon; end Tuesday at 1:00 p.m.

MARCH

Shadowing Sessions for Business and Community Leaders [expand]

- a. Participants: 100 business and community leaders (20 per day)
- b. Format: Shadow legislator (from district) from 8:30 a.m. To 4:30 p.m. Partnering spread across five session days to accommodate legislators/partners schedules.
- c. Conduct once in this session and once in next session.

2000 SESSION OF THE LEGISLATURE

Program content to be determined by the Legislative Council, based on first-year evaluations. Program components may include:

Legislative Summit

Two, two-day economic tours of the state (eastern and western)

One five-day shadowing program

Weekly luncheon briefings on the economy

Maine Development Foundation
Policy Leaders Academy
Expense Projections for 1998/1999

prepared by the Maine Development Foundation, draft, for discussion purposes only, September 14, 1998

1998 Program Components	Total Est. Expenses	Support from Legislature	Support from Private Sector
December 9-10			
Two-Day Workshop for New Legislators (50 Leg.)			
Based on Academy's Responsibility for day 1 evening, all day 2			
Facility rental	\$ 500.00		\$ 500.00
Food (4 meals) @ \$56	\$ 2,800.00	\$ 2,800.00	\$ -
One Overnight @ \$38	\$ 1,900.00	\$ 1,900.00	\$ -
Other direct costs (travel, materials, etc.)	\$ 2,000.00		\$ 2,000.00
Staff/curriculum design (80 hours)	\$ 4,000.00	\$ 2,000.00	\$ 2,000.00
	<u>\$ 11,200.00</u>	<u>\$ 6,700.00</u>	<u>\$ 4,500.00</u>
December 7-18			
4 Regional Workshops - how legislature works (400)			
Facility rental	\$ 500.00	\$ -	\$ 500.00
Food (snacks and drinks) @ \$4	\$ 1,600.00		\$ 1,600.00
Other direct costs (travel, materials, etc.)	\$ 1,500.00		\$ 1,500.00
Staff/curriculum design (150 hours)	\$ 7,500.00		\$ 7,500.00
	<u>\$ 11,100.00</u>	<u>\$ -</u>	<u>\$ 11,100.00</u>
1999 Program Components			
January			
Two-Day Economic Tour of Northern Maine (80 Leg.)			
Food (7 meals) @ \$82	\$ 6,560.00	\$ 6,560.00	
Two Overnights @\$38 each night	\$ 6,080.00	\$ 6,080.00	
Other direct costs (travel, materials, etc.)	\$ 2,500.00		\$ 2,500.00
Staff/curriculum design (200 hours)	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00
	<u>\$ 25,140.00</u>	<u>\$ 17,640.00</u>	<u>\$ 7,500.00</u>
Legislative Summit (180)			
Facility rental (2 days)	\$ 600.00		\$ 600.00
Food (5 meals) @ \$52	\$ 9,360.00	\$ 7,800.00	\$ 1,560.00
One Overnight @ \$38 (for 150 legislators)	\$ 5,700.00	\$ 5,700.00	
Other direct costs (travel, materials, etc.)	\$ 3,500.00		\$ 3,500.00
Staff/curriculum design (200 hours)	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00
	<u>\$ 29,160.00</u>	<u>\$ 18,500.00</u>	<u>\$ 10,660.00</u>
Training for Committee Chairs & Minority Leads (68 Leg.)			
Facility rental	\$ 500.00		\$ 500.00
Food (2 meals) @ \$16	\$ 1,088.00	\$ 1,088.00	
Other direct costs (travel, materials, etc.)	\$ 4,000.00		\$ 4,000.00
Staff/curriculum design (120 hours)	\$ 6,000.00	\$ 3,000.00	\$ 3,000.00
	<u>\$ 11,588.00</u>	<u>\$ 4,088.00</u>	<u>\$ 7,500.00</u>
Committee Retreats/Tours (2 retreats/3 tours)			
Facility rental (2 one-day committee retreats)	\$ 600.00		\$ 600.00
Food (2 meals) @ \$16 + (3 meals) @ \$36	\$ 1,820.00	\$ 1,820.00	
One overnight (3 committee tours) @ \$38	\$ 1,482.00	\$ 1,482.00	
Other direct costs (travel, materials, etc.)	\$ 4,000.00		\$ 4,000.00
Staff/curriculum design (120 hours)	\$ 6,000.00	\$ 3,000.00	\$ 3,000.00
	<u>\$ 13,902.00</u>	<u>\$ 6,302.00</u>	<u>\$ 7,600.00</u>

10 Luncheon Briefings (40)

Food @ \$6	\$ 2,400.00	\$ 2,400.00	
Other direct costs (travel, materials, etc.)	\$ 500.00		\$ 500.00
Staff/curriculum design (50 hours)	\$ 2,500.00	\$ 1,250.00	\$ 1,250.00
	\$ 5,400.00	\$ 3,650.00	\$ 1,750.00

Two-Day Economic Tour of Southern Maine (80)

Food (7 meals) @ \$82	\$ 6,560.00	\$ 6,560.00	
Two Overnights @\$38	\$ 6,080.00	\$ 6,080.00	
Other direct costs (travel, materials, etc.)	\$ 2,500.00		\$ 2,500.00
Staff/curriculum design (200 hours)	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00
	\$ 25,140.00	\$ 17,640.00	\$ 7,500.00

March

Shadowing for Business & Community Leaders (100)

Food @ \$4	\$ 800.00	\$ 400.00	\$ 400.00
Other direct costs (travel, materials, etc.)	\$ 2,400.00		\$ 2,400.00
Staff/curriculum design (160 hours)	\$ 8,000.00		\$ 8,000.00
	\$ 11,200.00	\$ 400.00	\$ 10,800.00

Totals

\$ 143,830.00	\$ 74,920.00	\$ 68,910.00
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1996-97 Program: Actual Expenses

	Total	Legislature	Private Sector
Direct Costs	\$ 35,098.00	\$ 27,598.00	\$ 7,500.00
Staff Costs	\$ 99,259.00	\$ 35,300.00	\$ 63,959.00
Totals	\$ 134,357.00	\$ 62,898.00	\$ 71,459.00

1998-99 Program: Projected Expenses

	Total	Legislature	Private Sector
Direct Costs	\$ 79,830.00	\$ 50,670.00	\$ 29,160.00
Staff Costs	\$ 64,000.00	\$ 24,250.00	\$ 39,750.00
Totals	\$ 143,830.00	\$ 74,920.00	\$ 68,910.00

STATE OFFICE BUILDING RENOVATION SCHEDULE

- September 15, 1998 Schematic Design Complete
- November 24, 1998 Design Development Complete
- March 31, 1999 Construction Documents Complete
- May 1, 1999 Bidding and Award
- June 1, 1999 Construction Mobilization
- July 1, 1999 Construction Start
18 months construction duration
- December 1, 2000 Legislature Move-in
- Jan.- March, 2001 Agency Move-in
- March 31, 2001 Project Complete



ARCHITECTURE ENGINEERING PLANNING

SMRT
144 Fore Street P.O. Box 618
Portland, Maine 04104

207 772-3846 Fax 207 772-1070
e-mail smrt@biddeford.com

September 14, 1998

STATE OFFICE BUILDING LEGISLATIVE PROGRAM SUMMARY

HEARING ROOMS

1 @ 150 people
2 @ 75 people
6 @ 50 people
9 Hearing Rooms

OFFICES

4 @ 4 workstations
8 @ 3 workstations
2 @ 16 workstations
72 workstations

1 Reception Area
2 Meeting Rooms (Optional)
1 Break Room
Storage Areas
Computer/Server Room
Support Services