

*~AD HOC REPORT~*  
**Awards by Purchasing Ordinance 2-148**  
*Thursday, March 24, 2016*

Chairman Christopher Arconti called the meeting to order at 6:10 p.m. on Thursday, March 24, 2016, in the Caucus Room, 3rd Floor, Danbury City Hall, 155 Deer Hill Avenue. Present were Committee Members Ben Chianese and John Priola. Also present were Robin Edwards, Assistant Corporation Counsel; David St. Hilaire, Director of Finance; Charles Volpe, Purchasing Agent; Stephen Nocera, Director of Project Excellence.

Mr. Arconti stated the purpose of the meeting is a discussion of Ordinance 2-148 related to Awards by Purchasing.

Mr. Volpe reported the City recently joined the Capital Region Council of Governments (CROG) and needs to broaden the language in Ordinance related to Cooperative purchasing in the public sector was discussed. Mr. St. Hilaire added that Mr. Volpe thoroughly vets purchasing cooperatives and the City would like Departments to use the cooperatives that have been reviewed by Mr. Volpe.

Mr. volpe responded to Mr. Arconti regarding the types of products and services utilizing these cooperatives and the State, staying cognizant of the local vendor community, office supplies, road salt, tires, vehicles, ammunition, office equipment, etc. Mr. Arconti added that our local vendors can apply to the State already. Mr. St. Hilaire stated this is another tool, and there are times when the State is not the lowest bidder. This provides clarity ensuring no unsanctioned use arrangements and has a formalized, streamlined, process to save time and money.

Mr. Chianese commented on the headings and received an answer to the definition of sanctioned consortium from Ms. Edwards. Mr. Volpe commented on accreditations.

Mr. Nocera added that any time the City can save time and money is a win for efficiency in government and these purchasing cooperatives are a widely used and accepted tool.

**A motion was made by Councilman Chianese, and seconded by Councilman Priola, to recommend to the City Council that we adopt the proposed Amendments to the Code of Ordinances Section 2-148 regarding Cooperative Purchasing. The motion passed unanimously.**

**Motion by Councilman Priola, and seconded by Councilman Chianese, that the Ad Hoc Committee be adjourned. The motion passed unanimously at 6:24 p.m.**

Respectfully submitted,  
  
Christopher Arconti, Chairman  
  
Ben Chianese  
  
John Priola



# ORDINANCE

CITY OF DANBURY, STATE OF CONNECTICUT

CITY COUNCIL

\_\_\_\_\_ A.D. 2016

**Be it ordained by the City Council of the City of Danbury:**

Sec. 2-148. - Award by purchasing agent, board of awards, cooperative purchasing

All awards for projects, materials or services, including "piggybacking" for projects, materials or services awarded by state, federal, educational, or such other recognized lawfully sanctioned consortia or cooperative awards serving the local government interest as determined by the purchasing agent, shall be made by the purchasing agent after consultation with the department involved in the purchase and in accordance with the provisions hereof so long as the dollar amount of such projects, materials or services does not exceed fifteen thousand dollars (\$15,000.00). All such awards involving expenditure of greater than fifteen thousand dollars (\$15,000.00) shall be awarded by the board of awards, which board shall be composed of any three (3) of the following individuals: the director of finance, the corporation counsel, the department head whose department is involved with the purchase or the purchasing agent. The duly designated assistant to such individual(s) may act in their place in the event of the absence of the board of awards member involved.

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**COPY SHOWING DELETIONS AND NEW LANGUAGE.**

THAT Section 2-148 of the Code of Ordinances of Danbury, Connecticut is hereby amended to read as follows:

Sec. 2-148. - Award by purchasing agent, board of awards, **COOPERATIVE PURCHASING**

All awards for projects, materials or services, including "piggybacking" **FOR PROJECTS, MATERIALS OR SERVICES AWARDED BY** state, federal, educational, **OR SUCH OTHER RECOGNIZED LAWFULLY SANCTIONED CONSORTIA OR COOPERATIVE AWARDS SERVING THE LOCAL GOVERNMENT INTEREST AS DETERMINED BY THE PURCHASING AGENT,** shall be made by the purchasing agent after consultation with the department involved in the purchase and in accordance with the provisions hereof so long as the dollar amount of such projects, materials or services does not exceed fifteen thousand dollars (\$15,000.00). All such awards involving expenditure of greater than fifteen thousand dollars (\$15,000.00) shall be awarded by the board of awards, which board shall be composed of any three (3) of the following individuals: the director of finance, the corporation counsel, the department head whose department is involved with the purchase or the purchasing agent. The duly designated assistant to such individual(s) may act in their place in the event of the absence of the board of awards member involved.

Note: New language is indicated by **CAPITALIZATION COMBINED WITH UNDERLINING** except that capitalization is not utilized for the letters in parenthesis which indicate subsections.

Deleted language is indicated strikeouts.