

CITY OF DANBURY  
PURCHASING DEPT.  
155 DEER HILL AVE.  
DANBURY, CT 06810

Board of Awards – Virtual Meeting

Date: November 29, 2022

To: D. Garrick, R. Edwards, A. Iadarola, D. Petrovich, D. Natale

From: C.J. Volpe, Jr., Purchasing Agent

A Board of Awards has been scheduled as follows for the item(s) listed below:

Place: Purchasing Dept. (Video/Telephone Conference)

Date: Wednesday, November 30, 2022

Time: 10:00 A.M.

If you are unable to attend, please contact the Purchasing Department as soon as possible.

Item

1 Bid #08-22-23-06 "RFQ / RFP – Commissioning Agent for Danbury Career Academy"

PLEASE NOTE THAT PURSUANT TO CITY ORDINANCE, ATTENDANCE BY THE DEPARTMENT HEAD OR IMMEDIATE ASSISTANT IS REQUIRED

Back-up information for each item attached

Public may view or listen to this meeting – details on the following page

Join Zoom Meeting

<https://us02web.zoom.us/j/86775881052?pwd=ai9GdzMrZVg3dmpFSU4xY29hZDFYZz09>

Meeting ID: 867 7588 1052

Passcode: 469477

One tap mobile

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Dial by your location

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+1 929 436 2866 US (New York)

+1 669 900 6833 US (San Jose)

+1 689 278 1000 US

+1 719 359 4580 US

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 360 209 5623 US

+1 386 347 5053 US

+1 507 473 4847 US

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Find your local number: <https://us02web.zoom.us/j/86775881052?pwd=ai9GdzMrZVg3dmpFSU4xY29hZDFYZz09>




## CITY OF DANBURY

155 DEER HILL AVENUE  
DANBURY, CONNECTICUT 06810  
(203) 797-4641 FAX (203) 796-1586

ENGINEERING DIVISION

ANTONIO IADAROLA, P.E.  
DIRECTOR OF PUBLIC WORKS/  
CITY ENGINEER

MEMO TO: Charles J. Volpe Jr.  
Purchasing Agent

FROM: Dan Petrovich, P.E.   
Assistant City Engineer

SUBJECT: Danbury Career Academy  
Request for Qualifications and Proposals – Commissioning Agent  
City Project No. 20-16  
Bid No. 08-22-23-06

DATE: November 23, 2022

The City received qualifications and proposal packages for the above noted project on November 22, 2022. The selection committee has reviewed all submitted packages and determined that the low bidder, Sustainable Engineering Solutions, LLC., meets all requirements of the RFQ/P and is qualified to perform this service.

References for Sustainable Engineering Solutions, LLC. were checked and positive recommendations were made. The City has also confirmed via phone call that Sustainable Engineering Solutions, LLC. understands the proposed scope of work, have reviewed all project documents, and are comfortable with their proposal. Additionally, please note that this firm has not taken any exceptions to the proposal.

It is hereby requested that a Board of Awards be held to award \$109,000.00 to Sustainable Engineering Solutions, LLC. for commissioning services for the Danbury Career Academy project. Fees are to be charged to DCA2022.3040.7000.0813.

If you have any questions, please give me a call.

C: Dan Garrick  
Robin Edwards  
Antonio Iadarola, P.E.  
Thomas H. Hughes III

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BID RESULT FORM

Bid # 08-22-23-06 "Request for Qualifications and Proposals -- Commissioning Agent for Danbury Career Academy"

Bid Date: Thursday November 17, 2022

Time: 2:00 P.M.

Bidder	Sustainable Engineering Solutions, LLC.	VanZelm Heywood & Shadford, Inc.	LiRo Engineers, Inc.	Colliers Project Leaders	BVH Integrated Services, Inc.
Lump Sum	\$109,000.00	\$180,775.00	\$245,000.00	\$138,053.00	\$113,250.00

Attending: B. Schlemmer, D. Natale

Awards Committee initial: \_\_\_\_\_ Comments: Awards Committee

Finance Director: \_\_\_\_\_

Corporation Counsel: \_\_\_\_\_

Department Head: \_\_\_\_\_

If low bid is not bid of award, please specify reasons why it is not acceptable.

AWARDED TO: \_\_\_\_\_

Tax Office \_\_\_\_\_ DATE: \_\_\_\_\_

Purchasing Agent \_\_\_\_\_ DATE: \_\_\_\_\_

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# CITY OF DANBURY

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ENGINEERING DIVISION

ANTONIO IADAROLA, P.E.  
DIRECTOR OF PUBLIC WORKS/  
CITY ENGINEER

November 8, 2022

Honorable Dean Esposito  
Mayor  
City of Danbury  
155 Deer Hill Avenue  
Danbury, CT 06810

Re: Danbury Career Academy  
Request for Qualifications & Proposals – Commissioning Agent  
Project No. 20-16

Dear Mayor Esposito:

Requests for qualifications and proposals for Commissioning Agent services for the above noted project are currently being solicited. After qualifications and proposals are received, the selection committee will meet to review and to select the best qualified, responsible firms. The following committee is being proposed:

Antonio Iadarola, P.E., Director of Public Works/City Engineer

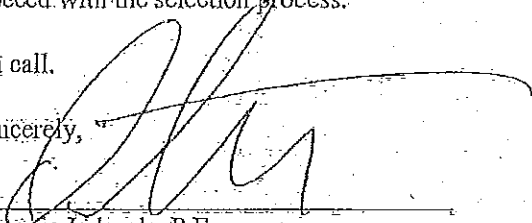
Thomas H. Hughes, III, Superintendent of Construction Services

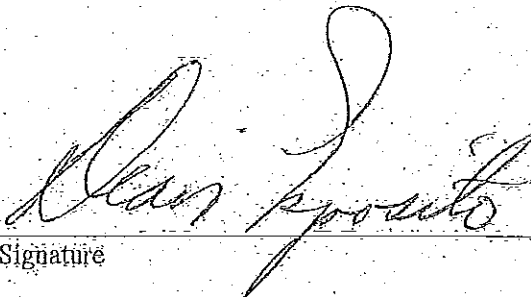
Daniel Petrovich, P.E., Assistant City Engineer

If you agree with the proposed makeup of this committee, please indicate so by signing below and returning a copy to my office. We will then proceed with the selection process.

If you have any questions, please give me a call.

Sincerely,

  
Antonio Iadarola, P.E.  
Director of Public Works/City Engineer

  
Signature

11/10/22  
Date