



# CITY OF DANBURY

155 DEER HILL AVENUE  
DANBURY, CONNECTICUT 06810

CHARLES J. VOLPE, JR., CPPB  
PURCHASING AGENT

(203) 797-4571 PHONE  
(203) 796-1527 FAX  
c.volpe@danbury-ct.gov

March 30, 2022

To: File

Re: Board of Awards, Wednesday, March 30, 2022

Attending: D. St. Hilaire, Finance Director  
R. Edwards, Assistant Corporation Counsel  
M. Cassavechia, Director of Emergency Management  
T. Hughes, Superintendent of Construction Services  
P. Ridenhour, Police Chief  
D. Day, Superintendent of Public Utilities  
T. Nolan, Superintendent of Public Services  
M. Safranek, Airport Administrator  
S. Hanley, Superintendent of Public Buildings  
F. Gentile, Manager of Information Technology  
D. Natale, Assistant Purchasing Agent  
C. Volpe, Purchasing Agent

The Board of Awards convened at 10:00 A.M. in the Purchasing Dept. Conference Room (virtual meeting – attendees via Zoom conference call) to consider the following:

**“Renewal of Annual Incident Management, Communications & Mass Notification System – Office of Emergency Management”** Mr. Volpe reported that Mr. Cassavechia submitted a quotation from Everbridge, Inc. to renew the subject service, for the period June 30, 2022 through June 29, 2023, at the total cost of \$20,584.22. Mr. Volpe informed the Board that Everbridge quoted the service per their current General Services Administration (GSA) contract award. Mr. Cassavechia moved to award the subject service renewal to Everbridge, Inc. as per the GSA contract, contingent upon execution of an acceptable agreement. Mr. St. Hilaire seconded the motion, which was then carried unanimously.

**“Econolite Systems Traffic Control Software Maintenance Agreement – Engineering Dept.”** Mr. Volpe reported that the Engineering Dept. submitted a proposal from Econolite Systems for a two-year maintenance agreement at a total cost of \$26,536.00. Mr. Volpe informed the Board that, along with the agreement, the Engineering Dept. included a sole source memo for Econolite Systems. Mr. Volpe stated that the sole source justification indicated that the Traffic Division had been using the Econolite Systems operational software since 2011, and that in order to upgrade to the latest version it is required that the maintenance agreement be in-place. Mr. Hughes moved to award the proposed software maintenance agreement to Econolite Systems as a sole source, contingent upon execution of the required agreement. Mr. St. Hilaire seconded the motion, which was then carried unanimously.

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**Bid #01-18-19-07 "Occupational Medical Services Provider for Public Safety and all City Positions"** Mr. Volpe reported that this bid had previously been awarded to AFC Urgent Care for a one-year period. Mr. Volpe informed the Board that Chief Ridenhour had now submitted a request to approve Addendum #1 to the existing contract with AFC Urgent Care, which updates the fee schedule to include the testing of anabolic steroids. Mr. Volpe noted that Chief Ridenhour, in his transmittal memo of March 23, 2022, indicated that the anabolic steroid testing is required by Public Act 20-1, which requires that sworn personnel be screened for controlled substances and anabolic steroids at least once every three years in order to maintain their police certification. Chief Ridenhour moved to approve Amendment 1 as introduced. Mr. St. Hilaire seconded the motion, which was then carried unanimously.

**"Engineering Services – Sewer Interceptor I/I Study – Public Utilities Dept."** Mr. Volpe reported that the Public Utilities Dept. submitted a requisition, made out to Tata & Howard, to have the subject work performed in the budgeted amount of \$25,000.00. Mr. Volpe informed the Board that Tata & Howard proposed this work per their current on-call services agreement with the City of Danbury. Mr. Day moved to award the requisitioned services to Tata & Howard as per their on-call contract with the City of Danbury. Mr. St. Hilaire seconded the motion, which was then carried unanimously.

**"Veolia Water Construction Services Agreement – Wastewater Treatment Plant (WTP) Emergency Repair Work due to Storm Ida – Public Utilities Dept."** Mr. Volpe reported that the Public Utilities Dept. submitted a construction services agreement for Veolia Water to perform the subject work, on an as required basis, based on an established fee schedule. Mr. Volpe informed the Board that Veolia Water would be performing this work as additional to their operating agreement with the City of Danbury for the WTP. Mr. Day moved to award the subject emergency repair work to Veolia Water as per their operating agreement with the City of Danbury for the WTP, contingent upon execution of the agreement. Mr. St. Hilaire seconded the motion. Mr. Day estimated the cost of these services at \$700,000.00. Mr. Day also noted that he was working with Mr. Daniel Garrick, Risk Manager, to seek FEMA reimbursement for this work. After Mr. Day provided the Board with an overview of the work being performed, the motion was then carried unanimously.

**Bid #02-21-22-07 "Upgrade Existing Security Camera System – Municipal Airport Control Tower – Rebid"** Mr. Volpe reported that two bids were received, and that the apparent low bidder was Northeastern Communications, Inc. at a lump sum total of \$15,935.09. Mr. Volpe informed the Board that the reason for the rebid was that federal funds were being used for this procurement, which had specific requirements to be included in the bid specifications. Mr. Volpe noted that one of the items was the Buy American Act. Mr. Volpe stated that the low bidder, Northeastern Communications, included a letter, which indicated that the camera they were offering was exempt from the Buy American Act requirement. Mr. Volpe stated that he communicated the exemption letter to Ms. Elizabeth Ballotte, financial advisor with PKF O'Connor Davies, for an opinion. Mr. Volpe stated that Ms. Ballotte advised that, based on her research, she believed a case could be made for the Buy American exemption for the security system offered by Northeastern Communications. Mr. Safranek moved to award the bid to Northeastern Communications, Inc. Mr. St. Hilaire seconded the motion, which was then carried unanimously.

**Bid #02-21-22-02 "Utility Trench / Road Opening Bituminous Paving"** Mr. Volpe informed the Board that this was a unit price bid for work to be performed on an as required basis, for a one-year period. Mr. Volpe reported that two bids were received. Mr. Nolan moved to award the bid to Reliable Excavating Co., Inc., contingent upon execution of the required contract. Mr. St. Hilaire seconded the motion. Mr. Nolan informed the Board that Reliable Excavating was low on the majority of the unit prices, and that they were high on

the minimum charges. Mr. Nolan stated that they would be mindful of the minimum charges when assigning work under this bid. The motion was then carried unanimously.

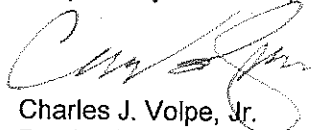
**“Repairs to Danbury High School Elevator E – Public Buildings Dept.”** Mr. Volpe reported that the Public Buildings Dept. submitted a requisition, made out to Kone, Inc., to have the subject work performed in the total proposed cost of \$23,869.72. Mr. Volpe informed the Board that Kone proposed the work as per their current Omnia government cooperative contract award. Mr. Hanley moved to award the requisitioned work to Kone, Inc. as per the Omnia contract. Mr. St. Hilaire seconded the motion. Mr. Hanley informed the Board that this was a newly installed elevator. Mr. Hanley stated that there was a break in a nearby fire sprinkler line that caused the damage requiring this repair work. The motion was then carried unanimously.

**“Data Entry, Application Configuration & Administrative Services – IT Dept.”** Mr. Volpe reported that Mr. Gentile submitted a memo, dated March 22, 2022, in which he requested the services of a qualified individual to perform the subject work. Mr. Volpe stated that, in his memo, Mr. Gentile indicated that he obtained rates from four vendors, and that TEK Systems provided the lowest rate at \$42.10 per hour. Mr. Volpe stated that Mr. Gentile, in the same memo, indicated that the services would be for 35 hours per week, initially through June 30, 2022, for a total cost of \$17,682.00. Mr. Gentile moved to award the requested services to TEK Systems based on the lowest hourly rate. Mr. St. Hilaire seconded the motion, which was then carried unanimously.

**Bid #06-16-17-02 “RFP – Ambulance Billing, Revenue Management & Analytical Services”** Mr. Volpe reported that this bid had been originally awarded to Digitech in 2018 for a one-year period, with three optional one-year renewal periods. Mr. Volpe informed the Board that the third renewal year period is expiring April 16, 2022. Mr. Volpe informed the Board that the agreement provides in Section 26 that it may be modified by a written document executed by both parties. Mr. St. Hilaire moved to extend the bid award with Digitech for a one-year period, with the option to renew for an additional one-year period, contingent upon execution of the required contract modification.

Having no further business to come before the Board, Mr. Volpe asked for a motion to adjourn. Mr. St. Hilaire made a motion to adjourn. Attorney Edwards seconded the motion, which was then carried unanimously. The Board of Awards adjourned at 10:20 A.M.

Respectfully submitted,



Charles J. Volpe, Jr.  
Purchasing Agent

cc: All Attendees  
Mayor Esposito  
J. Giegler  
A. Iadarola  
S. Kaminski  
N. Wagner