



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

July 7, 2022

To: File

Re: Board of Awards, Thursday, July 7, 2022

Attending: D. Garrick, Assistant Finance Director
R. Edwards, Assistant Corporation Counsel
A. Iadarola, Public Works Director / City Engineer
T. Nolan, Superintendent of Public Services
D. Day, Superintendent of Public Utilities
F. Gentile, Manager of Information Technology
D. Stachowicz, Chief Examiner/Human Resources Analyst
D. Natale, Assistant Purchasing Agent
C. Volpe, Purchasing Agent

The Board of Awards convened at 10:05 A.M. in the Purchasing Dept. Conference Room (virtual meeting – attendees via Zoom conference call) to consider the following:

Bid #02-21-22-04 "RFQ & Proposals – Comprehensive Services for the Danbury Career Academy" Mr. Volpe informed the Board that this bid was previously awarded to Friar Architecture in the summation amount of \$3,515,325.00. Mr. Volpe stated that, at the time of the original award, it was noted that funding was only available to perform Item A work in the lump sum amount of \$384,450.00. Mr. Volpe noted that, with the bond referendum passing on June 7, 2022, funds would be available to perform the balance of the awarded work. Mr. Iadarola moved to allow for the balance of the work to be performed, contingent upon the availability of funds. Mr. Garrick seconded the motion, which was then carried unanimously.

"Treated Road Salt – Highway Dept." Mr. Volpe informed the Board that, as a member, the City of Danbury elected to participate in the Capitol Region Council of Governments (CRCOG) cooperative bid for treated road salt. Mr. Volpe reported that three bids were received, and that the low bidder for the Danbury region was Morton Salt at a price of \$94.44 per ton delivered or picked-up. Mr. Volpe noted that the cost is up approximately 30% as compared to last year's bid price. Mr. Nolan moved to award the bid to Morton Salt. Mr. Garrick seconded the motion, which was then carried unanimously.

"Purchase New Truck – Public Utilities Dept." Mr. Volpe reported that the Public Utilities Dept. submitted a requisition, made out to Gengras Automotive, to purchase a 2022 Ford F-350 4X4, with an 8' aluminum platform body and snow control accessory package, at a total cost of \$48,460.90. Mr. Volpe informed the Board that Gengras Automotive quoted

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the truck as per their current State of CT contract award. Mr. Day moved to award the requisitioned truck to Gengras Automotive as per the State contract. Mr. Garrick seconded the motion, which was then carried unanimously.

RFQ #21-22-06-24 "Pressure Reducing Valve and Check Valve Maintenance and Repairs – Public Utilities Dept." Mr. Volpe informed the Board that this was a time and material bid for work to be performed as required for a one-year period. Mr. Volpe reported that Harper Haines Fluid Control, the incumbent provider of these services, submitted the only bid. Mr. Day moved to award the bid to Harper Haines Fluid Control. Mr. Garrick seconded the motion, which was then carried unanimously.

"Engineering Services – Final Design of a Groundwater Treatment System for the Kenosia Well Field – Public Utilities Dept." Mr. Volpe reported that the Public Utilities Dept. submitted a proposal from Tata & Howard, dated June 24, 2022, to provide final design, permit assistance and bidding services, for the subject project, at a total cost of \$193,800.00. Mr. Volpe informed the Board that Tata & Howard proposed the work as per their current on-call services contract with the City of Danbury. Mr. Volpe stated that Mr. Day indicated to him in his transmittal email that the cost of these services would be charged to the Water Capital Fund. Mr. Day moved to award the proposed services to Tata & Howard per their on-call services contract, contingent upon the availability of funds. Mr. Garrick seconded the motion. The motion was then carried unanimously.

"Engineering Services – VOC's and PFAS Sampling at Lake Kenosia Well Field – Public Utilities Dept." Mr. Volpe reported that the Public Utilities Dept. submitted a proposal from WSP, dated June 24, 2022, to provide the services at a total estimated cost of \$15,360.00. Mr. Volpe informed the Board that WSP proposed the work as per their current on-call services contract with the City of Danbury. Mr. Volpe stated that Mr. Day indicated to him in his transmittal email that the cost of these services would be charged to the Water Capital Fund. Mr. Day stated that these services would actually be paid out of the Public Utilities Dept. operating budget. Mr. Day then moved to award the proposed services to WSP per their on-call services contract. Mr. Garrick seconded the motion, which was then carried unanimously.

"Applications Support Integrator Services – IT Dept." Mr. Volpe informed the Board that these services were previously awarded to TEK Systems at a billing rate of \$59.00 per hour. Mr. Volpe reported that Mr. Gentile submitted a memo, dated June 29, 2022, in which he requested that the award to TEK Systems for these services be extended through January 13, 2023, at the same billing rate of \$59.00 per hour, in an amount not to exceed \$67,850.00. Mr. Volpe stated that, in his memo, Mr. Gentile indicated that the services would be used for integration of the MUNIS Financial ERP System, the City's new website development, post go-live support for the Viewpoint Health Dept. Inspections Module, post go-live support for Kronos Dimensions Time and Attendance System, and other application integrations as needed. Mr. Volpe noted that, in his memo, Mr. Gentile indicated that the TEK Systems billing rate of \$59.00 per hour compared favorably to other resources previously contacted for this work, and that the cost of the services would be charged to the CRM II CIP account. Mr. Gentile moved to extend the bid award with TEK Systems as requested, contingent upon the availability of funds. Mr. Garrick seconded the motion, which was then carried unanimously.

"Data Entry, Applications Configuration & Administrative Services – IT Dept." Mr. Volpe informed the Board that these services were previously awarded to TEK Systems at a billing rate of \$43.50 per hour. Mr. Volpe reported that Mr. Gentile submitted a memo,

dated June 29, 2022, in which he requested that the award to TEK Systems for these services be extended through November 30, 2022, at the same billing rate of \$43.50 per hour, in an amount not to exceed \$30,450.00. Mr. Volpe noted that, in his memo, Mr. Gentile indicated that the TEK Systems billing rate of \$43.50 per hour compared favorably to other resources previously contacted for this work, and that the cost of the services would be charged to the CRM II CIP account. Mr. Gentile moved to extend the bid award with TEK Systems as requested, contingent upon the availability of funds. Mr. Garrick seconded the motion, which was then carried unanimously.

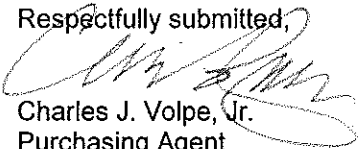
"Payroll & Financial Systems Integration Manager Services – IT Dept." Mr. Volpe informed the Board that these services were previously awarded to Creative Financial Staffing at a billing rate of \$120.00 per hour. Mr. Volpe reported that Mr. Gentile submitted a memo, dated June 29, 2022, in which he requested that the award to Creative Financial Staffing be extended at the same billing rate of \$120.00 per hour, in an amount not to exceed \$133,800.00. Mr. Gentile indicated that the Creative Financial Staffing billing rate of \$120.00 per hour compared favorably to other resources previously contacted for this work, and that the cost of the services would be charged to the CRM II CIP account. Mr. Gentile moved to extend the bid award with Creative Financial Staffing as requested, contingent upon the availability of funds. Mr. Garrick seconded the motion, which was then carried unanimously.

"Public Safety Systems Administrator Services – Computer Integrated Services (CIS) Project Change Order – IT Dept." Mr. Volpe informed the Board that Mr. Gentile submitted a Project Change Request, dated June 29, 2022, to allow for Addendum B to the IT Support contract with CIS, which would provide for the subject services for fiscal year 2022 – 2023 in the total amount of \$140,400.00. Mr. Gentile moved to approve the project change request, contingent upon execution of the required contract change order. Mr. Garrick seconded the motion, which was then carried unanimously.

RFQ #21-22-06-21 "Qualifications for Psychological Evaluation Services for Public Safety Candidates – Human Resources Dept." Mr. Volpe informed the Board that this was a request for qualifications and proposals to provide the subject services on an as required basis for a one-year period. Mr. Volpe reported that Bangs Psychological and Evaluation Services, the incumbent provider of these services, submitted the only response. Mr. Stachowicz moved to award the psychological evaluation services to Bangs Psychological and Evaluation Services as proposed. Mr. Garrick seconded the motion, which was then carried unanimously.

Having no further business to come before the Board, Mr. Volpe asked for a motion to adjourn. Attorney Edwards made a motion to adjourn. Mr. Garrick seconded the motion, which was then carried unanimously. The Board of Awards adjourned at 10:25 A.M.

Respectfully submitted,


Charles J. Volpe, Jr.
Purchasing Agent

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