



CITY OF DANBURY

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August 3, 2022

To: File

Re: Board of Awards, Wednesday, August 3, 2022

Attending: D. Garrick, Assistant Finance Director
R. Edwards, Assistant Corporation Counsel
C. Gardner, Chief of Water Distribution, Sewer Collection & Maintenance
K. Prunty, Director of Health & Human Services
F. Gentile, Manager of Information Technology
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:

“Engineering Services – Annual Dam Inspections 2022 – Public Utilities Dept.” Mr. Volpe reported that the Public Utilities Dept. submitted a requisition, made out to Tata & Howard, to provide the subject services in the proposed not to exceed budget amount of \$16,500.00. Mr. Volpe informed the Board that Tata & Howard proposed these services per their current on-call services contract with the City of Danbury. Mr. Gardner moved to award the requisitioned work to Tata & Howard per their on-call services contract with the City of Danbury. Mr. Garrick seconded the motion, which was then carried unanimously.

“Engineering Services – Westconn Pump Station Piping Repairs – Public Utilities Dept.” Mr. Volpe informed the Board that this work was previously awarded to Tata & Howard, as per their on-call call services contract with the City of Danbury, in an amount not to exceed \$18,200.00. Mr. Volpe reported that Tata & Howard completed the work and invoiced in the total amount of \$21,090.00. Mr. Gardner moved to approve the additional \$2,890.00. Mr. Garrick seconded the motion. Mr. Volpe noted that a previous Board of Awards had declared the Westconn Pump Station piping repairs an emergency situation. Mr. Garrick inquired as to the reason for the additional engineering services. Mr. Gardner stated that the additional engineering services were required to resolve related electrical and plumbing issues for the final repair. The motion was then carried unanimously.

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“Medical Consulting Services – Health & Human Services Dept.” Mr. Volpe reported that these services were previously awarded to William Begg III, MD for a one-year period. Mr. Volpe informed the Board that the previous award period expired on June 30, 2022, and that the agreement that was executed allowed for the City of Danbury to renew for an additional year at the same rate of \$1,250.00 per month. Mrs. Prunty moved to renew the bid award with William Begg III, MD for an additional year at the same billing rate. Mr. Garrick seconded the motion, which was then carried unanimously.

“Annual Kronos Time Clocks Maintenance & Support – IT Dept.” Mr. Volpe reported that the IT Dept. submitted a requisition, made out to Kronos, Inc., to have the subject service provided in the total amount of \$24,106.73. Mr. Volpe informed the Board that, along with the requisition, Mr. Gentile included a sole source justification for Kronos to provide this service. Mr. Volpe stated that the sole source justification indicated that Kronos is the only vendor that can provide support for their own system software and hardware. Mr. Gentile then moved to award the requisitioned service to Kronos, Inc. as a sole source. Mr. Garrick seconded the motion, which was then carried unanimously.

“City Hall Core Network Switch Equipment – IT Dept.” Mr. Volpe reported that the IT Dept. submitted a requisition, made out to Govconnection, Inc., to purchase the subject hardware in the total quoted amount of \$102,888.00. Mr. Volpe informed the Board that Govconnection quoted the hardware per their current National Cooperative Purchasing Alliance (NCPA) government cooperative contract award. Mr. Gentile moved to award the requisitioned hardware to Govconnection, Inc. as per the NCPA government cooperative contract. Mr. Garrick seconded the motion, which was then carried unanimously.

“Kaseya Remote Computer Management, Inventory and Help Desk Solution Usage Licenses & Support Renewal – IT Dept.” Mr. Volpe reported that the IT Dept. submitted a requisition, made out to Kaseya US Sales, for year one of a proposed three-year agreement for the subject licenses and support, at a cost of \$13,761.83 per year – total of \$41,285.49 for the three years. Mr. Volpe informed the Board that, along with the requisition, Mr. Gentile included a sole source justification for Kaseya US Sales to provide the licenses and support. Mr. Volpe stated that the sole source justification indicated that the Kaseya licenses would be expanding on their current help desk system software presently being used. Mr. Gentile moved to award the purchase of the requisitioned licenses and support to Kaseya US Sales as a sole source, contingent upon execution of an agreement acceptable to the City of Danbury. Mr. Garrick seconded the motion, which was then carried unanimously.

“Ambulance Audit Services for Year End June 30, 2022 – Finance Dept.” Mr. Volpe reported that the Finance Dept. submitted a requisition, made out to PKF O'Connor Davies, to provide the subject services in the amount of \$25,000.00. Mr. Volpe informed the Board that these services had previously been award to PKF O'Connor Davies, and that the last of the extension years had been used. Mr. Volpe stated that a rebid was scheduled for this year, but due to issues related to the on-going health crisis the bid could not be issued and awarded in time for this audit period. Mr. Volpe noted that a bid has now been scheduled to be in place for the next year's audit period. Mr. Garrick moved to award the requisitioned services to PKF O'Connor Davies as a sole source for the year end June 30, 2022 work. Attorney Edwards 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 10:17 A.M.

Respectfully submitted,

Charles J. Volpe, Jr.
Purchasing Agent

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