



CITY OF DANBURY

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CHARLES J. VOLPE, JR., CPPB
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October 12, 2022

To: File

Re: Board of Awards, Wednesday, October 12, 2022

Attending: D. Garrick, Assistant Finance Director
R. Edwards, Assistant Corporation Counsel
F. Gentile, Manager of Information Technology
D. Natale, Assistant Purchasing Agent
C. Volpe, Purchasing Agent

The Board of Awards convened at 10:03 A.M. in the Purchasing Dept. Conference Room (virtual meeting – attendees via Zoom conference call) to consider the following:

“Renewal of Annual Google Workspace Enterprise Standard License & Support – IT Dept.” Mr. Volpe reported that the IT Dept. submitted a requisition, made out to Newmind Group, Inc., to provide the subject license and support at a total cost of \$82,560.00. Mr. Volpe informed the Board that, along with the requisition, Mr. Gentile included a sole source justification for Newmind Group to provide the license and support. Mr. Volpe stated that the sole source justification indicated that Newmind Group is the registered Google Value Added Reseller (VAR) for the region in which Danbury is located. Mr. Volpe noted that the sole source justification goes on to indicate that Google requires the use of a VAR to procure their services. Mr. Gentile moved to award the requisitioned license and support services to Newmind Group as a sole source. Mr. Garrick seconded the motion, which was then carried unanimously.

“Annual Network Vulnerability Assessment & Social Engineering – IT Dept.” Mr. Volpe reported that the IT Dept. submitted a requisition, made out to Computer Integrated Services (CIS), to have the subject services provided in the total proposed amount of \$19,940.00. Mr. Volpe informed the Board that CIS proposed the work as a change order to their current IT Support Solutions contract with the City of Danbury. Mr. Gentile moved to award the requisitioned work to CIS, contingent upon execution of a change order to their IT Support Solutions contract. Mr. Garrick seconded the motion, which was then carried unanimously.

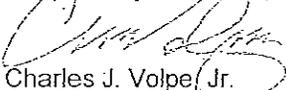
“Multi-Function Device (MFD) Replacement – IT Dept.” Mr. Volpe informed the Board that, on June 15, 2022, this item had been awarded to CBS/Xerox, per their MHEC cooperative contract, for a five-year lease arrangement in the total amount of \$429,000.00, contingent upon execution of an agreement satisfactory to the City of Danbury. Mr. Volpe informed the Board that, because a satisfactory lease agreement could not be executed, CBS/Xerox was asked to provide a straight purchase price proposal with a

Over

supply/maintenance plan as per the same MHEC cooperative contract. Mr. Volpe stated that A&A Office Systems, Inc. was also contacted to propose the same type proposal per their current State of CT contract award. Mr. Volpe reported that CBS/Xerox proposed the MFD equipment replacement at a total cost of \$275,000.00, with the cost of the supply/maintenance cost being at \$.0038 per black and white copy and at \$.038 per color copy. Mr. Volpe reported that A&A Office Systems proposed the MFD equipment replacement at a total cost of \$314,521.00, with the supply/maintenance cost being at a cost of \$1,200.00 per month for 100,000 per month total copy allowance, with overages at \$.0065 per black and white copy and at \$.055 per color copy. Mr. Volpe also noted that the CBS/Xerox proposal was for a total of 61 units and the A&A proposal was for a total of 62 units. Mr. Gentile moved to amend the previous award method of acquisition with CBS/Xerox from a lease-purchase to a straight purchase as proposed, contingent upon execution of an agreement acceptable to the City of Danbury. Mr. Garrick seconded the motion. Mr. Gentile stated that the supply/maintenance plan offered by A&A would provide a slight cost savings. Mr. Gentile stated that the additional unit included in the A&A proposal was not needed. Mr. Gentile stated that, with the supply/maintenance plan considered and the removal of the additional A&A unit, CBS/Xerox would still factor out to be the low-cost bid by a considerable amount. The motion 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 10:12 A.M.

Respectfully submitted,



Charles J. Volpe, Jr.
Purchasing Agent

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