



CITY OF DANBURY

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CHARLES J. VOLPE, JR., CPPB
PURCHASING AGENT

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October 14, 2020

To: File

Re: Board of Awards, Wednesday, October 14, 2020

Attending: D. St. Hilaire, Finance Director
R. Edwards, Assistant Corporation Counsel
T. Hughes, Superintendent of Construction Services
F. Gentile, Manager of Information Technology
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:

“Engineering Design Services – Turf Replacement & Field Improvements – Danbury High School & Rogers Park Perry Field – Construction Services Dept.” Mr. Volpe reported that the Construction Services Dept. submitted two requisitions, both made out to JJA Sports, to have the subject work performed. Mr. Volpe noted that the proposed cost for the Danbury High School services was \$41,200.00 and for Perry Field was \$37,200.00. Mr. Volpe informed the Board that JJA Sports proposed the work as per their current on-call services contract with the City of Danbury. Mr. Hughes moved to award the requisitioned services to JJA Sports as per their on-call contract with the City of Danbury. Mr. St. Hilaire seconded the motion, which was then carried unanimously.

“Annual Viewpoint Community Development & Permits Management Software Maintenance & Support – IT Dept.” Mr. Volpe reported that the IT Dept. submitted a requisition, made out to Opengov, Inc., to have the subject services provided in the total amount of \$72,688.50. Mr. Volpe informed the Board that, along with the requisition, the IT Dept. included a sole source justification for Opengov, Inc. Mr. Volpe stated that the sole source justification indicated that the Viewpoint software system is proprietary to Opengov, Inc. Mr. Gentile moved to award the requisitioned services to Opengov, Inc. as a sole source. Mr. St. Hilaire seconded the motion, which was then carried unanimously.

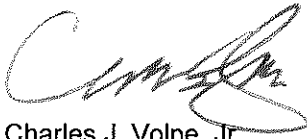
“Consulting Services for Office of the Assessor” Mr. Volpe reported that these services had previously been awarded to Ivana Crudele-Graybosch at a billing rate of \$100.00 per hour, in an amount not to exceed \$7,500.00, contingent upon execution of a professional services agreement. Mr. Volpe informed the Board that the conditions of that previously approved services agreement have been fulfilled, and that the Finance Dept. had now submitted an updated agreement for Ivana Crudele-Graybosch, for additional services through July 31, 2021, at the same billing rate of \$100.00 per hour, in an amount not to

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exceed \$10,000.00. Mr. St. Hilaire moved to approve the agreement as submitted. Attorney Edwards seconded the motion. Mr. St. Hilaire noted that the billing rate would remain the same, and that the total dollar amount was increased slightly to compensate for the staffing shortage in Office of the Assessor. The motion was then carried unanimously.

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 10:10 A.M.

Respectfully submitted,



Charles J. Volpe, Jr.
Purchasing Agent

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