

CITY OF DANBURY
PURCHASING DEPT.
155 DEER HILL AVE.
DANBURY, CT 06810

Board of Awards – Hybrid Meeting

Date: January 17, 2023

To: D. Garrick, R. Edwards, D. Petrovich, T. Hughes, M. Cassavechia, M. Safranek, D. Natale

From: C.J. Volpe, Jr., Purchasing Agent

A Board of Awards has been scheduled as follows for the item(s) listed below:

Place: Purchasing Dept. (In-Person/Video/Telephone Conference)

Date: Wednesday, January 18, 2023

Time: 10:00 A.M.

If you are unable to attend, please contact the Purchasing Department as soon as possible.

Item

- 1 "Code Review Services for Danbury Career Academy Project – Engineering Dept."
- 2 Bid #12-20-21-01 "Commissioning Agent for Ellsworth Avenue School Additions"
- 3 Bid #06-16-17-02 "Ambulance Billing, Revenue Management & Analytical Services"
- 4 Bid #05-21-22-06 "RFQ – On-Call Professional Planners & Engineers – Danbury Municipal Airport"

PLEASE NOTE THAT PURSUANT TO CITY ORDINANCE, ATTENDANCE BY THE DEPARTMENT HEAD OR IMMEDIATE ASSISTANT IS REQUIRED

Back-up information for each item attached

Public may view or listen to this meeting – details on the following page

Join Zoom Meeting

<https://us02web.zoom.us/j/83212678906?pwd=NU1qRUplLdJUVFJtTUFlaVY3cy9rUT09>

Meeting ID: 832 1267 8906

Passcode: 092847

One tap mobile

+13092053325,,83212678906#,,,,*092847# US

+13126266799,,83212678906#,,,,*092847# US (Chicago)

Dial by your location

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 646 931 3860 US

+1 929 436 2866 US (New York)

+1 301 715 8592 US (Washington DC)

+1 305 224 1968 US

+1 564 217 2000 US

+1 669 444 9171 US

+1 669 900 6833 US (San Jose)

+1 689 278 1000 US

+1 719 359 4580 US

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 360 209 5623 US

+1 386 347 5053 US

+1 507 473 4847 US

Meeting ID: 832 1267 8906

Passcode: 092847

Find your local number: <https://us02web.zoom.us/j/83212678906?pwd=NU1qRUplLdJUVFJtTUFlaVY3cy9rUT09>

Chick Volpe <c.volpe@danbury-ct.gov>



Board of Award Request - Silver Petrucci & Associates

1 message

Daniel Petrovich <d.petrovich@danbury-ct.gov>

To: Chick Volpe <c.volpe@danbury-ct.gov>

Cc: Tom Hughes <t.hughes@danbury-ct.gov>, Antonio Iadarola <a.iadarola@danbury-ct.gov>

Thu, Jan 12, 2023 at 3:47 PM

Hi Chick,

I'd like to request a Board of Awards to Silver Petrucci & Associates per the City's on-call contract in an amount not to exceed \$36,550.00 for code review services required by the State of Connecticut Office of School Construction Grants & Review for the Danbury Career Academy project.

An email with the proposed cost is attached, and a formal proposal to follow.

Funding for this work will be charged to DCA2022.3040-7000.0813.

Thanks,

Dan Petrovich, P.E.
Assistant City Engineer
City of Danbury
(203) 797 - 4641
ext. 7278

 **20230112145758280.pdf**
127K



1-1

Daniel Petrovich <d.petrovich@danbury-ct.gov>

RE: Danbury Career Academy - Code Review Summary Fee

William Silver <bsilver@silverpetrucelli.com>

Tue, Jan 10, 2023 at 5:52 PM

To: Daniel Petrovich <d.petrovich@danbury-ct.gov>

Cc: Tom Hughes <t.hughes@danbury-ct.gov>, Dean Petrucelli <dpetrucelli@silverpetrucelli.com>

Dan,

We finished our fee calculations and consultant input today and our 90% CD fee is \$28,300 and we recommend two added allowances that are impossible to predict:

- A \$5,500 add allowance that might not be needed if the Friar, the BO and FM do not have any questions of our 90% CD Review Set
- A \$2,750 add allowance that might not be needed if the BO and FM do not need us to check Friar's work to make sure they picked up all of the 90% review comments and the BO trusts that the set is Permit worthy as expected by the OSCGR.

I can formalize this in a letter to you tomorrow if you need that 'galvanization' to move it forward.

Thanks for the opportunity,



Bill Silver, AIA

Principal

203 230 9007 x 206



Chick Volpe <c.volpe@danbury-ct.gov>

20-07 Ellsworth Annex Commissioning Agent BOA Agenda 11/18/2023

1 message

Tom Hughes <t.hughes@danbury-ct.gov>
To: Chick Volpe <c.volpe@danbury-ct.gov>

Tue, Jan 10, 2023 at 5:18 PM

Chick

We advertised a RFQ/P for Commissioning Agent for the Ellsworth Avenue School Project Bid # 12-20-21-01. We performed scope reviews and awarded the Commissioning to Van Zelm Heywood & Shadford per the proposal received on 1/07/2021 for the amount of \$ 25,515.00.

Construction Services has received a request for a change order for additional services and effort performed by the Commissioning Agent Van Zelm. We have reviewed the request with the Asst. City Engineer and we are in agreement and support issuance of a Change Order for the amount of \$ 10,000.00. I have attached a letter dated 01/06/2023 from Bill Donald Van Zelm to Tom Hughes C.O.D. requesting the Change Order / additional compensation.

We would like to place Van Zelm Heywood & Shadford, Inc. onto next week's BOA Wednesday 1/18/2023. This will be charged to SNAPPBOE-7000.077401PROFSVCS.

If you have any questions or concerns please feel free to contact me at any time.

Regards,

Thomas H. Hughes III
Superintendent of Construction Services
City of Danbury Public Works Department

Ellsworth Ave Additional Fee Request 01-06-23.pdf
144K

2

January 6, 2023

Emailed

Tom Hughes
Superintendent of Construction Services
City of Danbury
155 Deer Hill Ave
Danbury, CT 06810

Project: Ellsworth Avenue School Addition (**Additional Fee Request**)
City Project No. 20-07
Bid No. 12-20-21-01

Dear Tom,

Due to additional project commissioning requirements beyond our control, van Zelm has incurred additional expenses that now exceeded the fee amount that we had originally carried for the project. In reviewing our contractual obligations and Commissioning activities throughout the project, we have confidently determined there were activities requiring us to go beyond our committed scope and anticipated hours.

The following highlights only the major impact tasks that have consumed additional hours to date. They are as follows:

- Conducted more site visits than was originally planned.
- We were requested to attend additional project and commissioning meetings.
- Performed retesting multiple times for failed equipment.
- Provided additional labor to support the correction of issues and deficiencies.

Some additional relevant details that contributed to our cost overage is as follows:

1. vanZelm made repeated visits related to the AAON Direct Outdoor Air System (DOAS) whereas the Contractor failed to provide return air and outside air Merv-13 filtration. We collaborated with the Engineer (CES) to get their input and directives. We made a return visit when we were told this was complete and soon discovered they had missed the outside air filter modifications, which then required another site visit to verify completion.
2. There was substantial time used on and offsite dealing with the AAON and ESC Building Automation System (BAS) operation and interoperability requiring at least 4 additional retests to verify that the specified sequence of operation was being provided with the AAON integral controls. From August time frame through mid-December there were multiple control concerns and AAON lockouts due to AAON unit configuration and BAS interface.
3. It was observed that the Control Contractor had not programmed the BAS as per specification with all good intent. With this, there was substantial communications with ESC and CES to review, and clarify sequences of operations on all systems, resulting in additional time. This also meant that our Functional Performance Test procedures had to be modified multiple times.

VAN ZELM HEYWOOD & SHADFORD, INC.

1200 CONVERSE STREET
LONGMEADOW, MA 01106
P. 617.218.9976

10 TALCOTT NOTCH
FARMINGTON, CT 06032
P: 860.284.5064
www.vanzelm.com

862 BRAWLEY SCHOOL ROAD, SUITE 207
MOORESVILLE, NC 28117
P: 704-799-7275

2-2

4. The Controls Contractor has an open punch list of issues and deficiencies we identified. On multiple occasions as issues were reported to be complete, they in fact were not and required additional time and site inspections.
5. We had much communication during the construction phase regarding specified building submetering for Gas, Water and Electric. CES as recently as December 2022 provided additional clarifications, however not all submetering required has yet to be installed and integrated into the BAS.
6. Lighting control and BAS interface took added time trying to get ESC, Wireman, and Hubbell on the same page in compliance with design documents. ESC now has tied in auxiliary contacts from the occupancy sensors as a bias to room setpoint control. With this in place, required retesting and verification of Variable Refrigerant Flow (VRF) operation incorporating occupancy detection.
7. Specified Hubbell lighting integration via BACnet for corridor light and outdoor lights remains incomplete even after many discussions and much follow up with all parties.
8. In December we made a special site visit coordinated with the Mechanical Contractor as the hydronic primary system from the existing building was air-bound preventing hot water heating to the school. We provided support and input where needed to the installing contractor.
9. ESC substituted Glycol refractometer with Belimo Energy Valve to determine percentage of Glycol. This valve was proven to initially be piped incorrectly not allowing proper flow through the valve. Once the piping modifications were made, operation was questionable requiring discussions with Rick Smith at Belimo to understand how the valve needed to be set up to read accurately through the BAS.
10. Building pressurization control was another issue that needed our attention over and over again as pressure readings were not stable. This issue required the Controls Contractor to replace and open outdoor air pressure tube with an appropriate kit from Kele that takes into effect wind velocity dampening etc. Building differential pressure sensor (DPS) by AAON and sent to BAS via BACnet had unacceptable latency and eventually was replaced with a dedicated DPS sensor that then provided more stable control of building pressure.

Based on the items mentioned above, we would like to formally request additional compensation in the amount of Ten Thousand Dollars (\$10,000.00).

We are available anytime if you wish to meet and discuss this further.

Very truly yours,

VAN ZELM HEYWOOD & SHADFORD, INC.



Bill Donald
Manager of Commissioning Services
Certified Building Commissioning Professional (CBCP™, EBCP™)

Attachments: none

cc: Patricia Bilotto, Beatrice Chipelo, Bob Marra - van Zelm

2-3

BID RESULT FORM
City of Danbury

Bld #12-20-21-01 "Request for Qualifications and Proposals Commissioning Agent for Ellsworth Avenue School"

Bld Date: Thursday, January 7, 2021 2:00 P.M.

Bldder	LUMP SUM TOTAL
Collins International	\$30,004.00
Horizon Engineering Associates	\$42,358.00
Sustainable Engineering Solutions, LLC	\$51,300.00
Van Zelm Heywood & Shadford, Inc.	\$24,515.00

Attending: B. Schlemmer, D. Natale

[Signature]
Cont. suc's
1/21/2021

Awards Committee Initials: *D ST*
Finance Director: *[Signature]*
Corporation Counsel: *[Signature]*
Department Head: *[Signature]* 1/21/2021

Comments: Awards Committee *qualified proposer*
Awarded to lowest
If low bid is not bid of award, please specify reasons why it is not acceptable.

AWARDED TO: Van Zelm Heywood & Shadford

Tax Office N/A DATE

Purchasing Agent *[Signature]* DATE 1/20/21

AMENDMENT NO. 2 TO
AGREEMENT BETWEEN
CITY OF DANBURY, CT
AND
ADVANCED DATA PROCESSING, INC.

FOR
AMBULANCE BILLING REVENUE MANAGEMENT AND ANALYTICAL SERVICES

THIS AMENDMENT NO. 1 ("Amendment No. 1") is made and entered into this _____ day of _____, 2023 (the "Effective Date") by and between City of Danbury, CT, a municipal corporation ("Client") and Advanced Data Processing, Inc., a subsidiary of Digitech Computer LLC ("ADPI").

WHEREAS, Client and ADPI are parties to the Agreement for Ambulance Billing Revenue Management and Analytical Services ("Agreement") effective as of April 16, 2018 and Amendment No. 1 to the Agreement, dated April 5, 2022; and

WHEREAS, ADPI was previously doing business as a subsidiary of Intermedix Corporation, but is now a subsidiary of Digitech Computer LLC; and

NOW THEREFORE, Client and ADPI agree to amend the Agreement as follows:

1. Subsection 17.1 Term is deleted in its entirety and replaced with the following:

"This Agreement shall be effective for an additional one (1) year period commencing April 17, 2023. Client shall have the option to renew this Agreement for an additional 1 (one) year term at Client's sole discretion upon written notification to Contracted Ambulance Billing Service of its intent to renew

2. All other terms and conditions of the Agreement and Amendment No. 1 to the Agreement are hereby ratified and shall remain in full force and effect except to the extent this Amendment expressly modifies or it inconsistent with the terms and conditions of the Agreement or Amendment No. 1., in which case the terms of this Amendment shall be controlling.

3-1

IN WITNESS OF, the parties have executed this Amendment No. 2 to the above-referenced Agreement effective as of the Effective Date.

Client:

**CITY OF DANBURY, CT
A MUNICIPAL CORPORATION**

Dean Esposito, Mayor, duly authorized

**ADPI:
ADVANCED DATA PROCESSING, INC.
A SUBSIDIARY OF DIGITECH COMPUTER, LLC**

Mark Schiowitz, President and CEO, duly authorized



4

CITY OF DANBURY
DANBURY, CONNECTICUT 06810

Danbury Municipal Airport
P.O. Box 2299
Danbury, CT 06813-2299

Airport Administrator
Michael Safranek
Office 203-797-4624
Fax 203-796-1569

TO: Purchasing
FROM: Michael Safranek
DATE: January 12, 2023
SUBJECT: Bid #05-21-22-06 "RFQ - On Call Professionals Danbury Airport"

Chick,

After a full review of the four firms who submitted Letters of Interest. I am recommending the City of Danbury select Hoyle, Tanner and Associates. I ask that a Board of Awards be convened, so this selection can be set to formalize.

My decision was based on each of the firm's General Aviation (GA) experience and knowledge.

Russell and Dawson did not have enough GA experience, nor did DTS. Danbury airport is a GA Airport and this experience is necessary. Between DY Consultants and Hoyle Tanner (HTA), I have to give the edge to HTA as they have been our firm for over 35 years and have done a great job over this time. I very a very good working relationship with each of the staff assigned to Danbury. I believe they are best suited to handle the airport needs, for the next several years.

Sincerely

4-1

**Bid# 05-21-22-06 "RFQ -On-Call Professional Planners & Engineers
- Danbury Municipal Airport"
Bid Date: Wednesday June 23, 2022 2:00 PM**

1. Chirag B. Thaker, President
Russell and Dawson Inc.
1111 Main Street
East Hartford, CT. 06108
860-289-1100

2. Robert Furey, PE Sr. Vice President/ Director of Aviation Services
Hoyle, Tanner & Associates, Inc.
150 Dow Street
Manchester, NH 03101
603-669-5555

3. Brian Dempsey, P.E. PTOE, RSP1, Partner
DTS Provident Design Engineering, LLP
One North Broadway
White Plains, NY. 10601
914-428-0010

4. Dennis Yap, P.E., President/Founder
DY Consultants
40 Wall Street, Suite 500
New York, NY. 10005
212-635-3838