

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

Board of Awards – Hybrid Meeting

Date: May 23, 2023

To: D. Garrick, R. Edwards, N. Ballwig, F. Carvalho, A. Iadarola, D. Petrovich, T. Altermatt, T. Nolan, T. Janesky, F. Gentile, 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, May 24, 2023

Time: 10:00 A.M.

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

Item

- 1 Bid #08-18-19-01 "Danbury Health Dept. Advisor to Lake Kenosia Commission"
- 2 "Engineering Services for Shelter Rock Road Bridge Replacement Project – Water and Sewer Utility Location through Construction – Engineering Dept."
- 3 "Engineering Services for Bridge Inspections (7) – Engineering Dept."
- 4 Bid #04-22-23-06 "Ornamental Street Lights & Luminary Lens Covers – Highway Dept."
- 5 "Telestaff & SQL Database Project Management Services – Computer Integrated Services (CIS) – Project Change Request – IT Dept."
- 6 Bid #01-22-23-03 "Rehabilitate, Light and Mark Taxiway "C" – 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/88503057161?pwd=RVVxUThwbis0TmhWUEpiUldjSXNtUT09>

Meeting ID: 885 0305 7161

Passcode: 691776

One tap mobile

+13052241968,,88503057161#,,,,\*691776# US

+13092053325,,88503057161#,,,,\*691776# US

Dial by your location

+1 305 224 1968 US

+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)

+1 689 278 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

+1 564 217 2000 US

+1 669 444 9171 US

+1 669 900 6833 US (San Jose)

Meeting ID: 885 0305 7161

Passcode: 691776

Find your local number: <https://us02web.zoom.us/u/kcvSscQhI4>



Deborah Natale <d.natale@danbury-ct.gov>

**Renewal - Bid #08-18-19-01 "Danbury Health Dept. Advisor to Lake Kenosia Commission**

2 messages

Deborah Natale <d.natale@danbury-ct.gov>

Wed, May 17, 2023 at 11:03 AM

To: Ed Siergiej <e.siergiej@danbury-ct.gov>

Cc: Ileana Hernandez <l.hernandez@danbury-ct.gov>, "c.volpe@danbury-ct.gov" <c.volpe@danbury-ct.gov>

Hi Ed,

I got your earlier message and spoke to Ileana today - I don't believe we received a renewal for this fiscal year.

If you are willing to hold your bid rate through June 30, 2023, please indicate so in response to this email. We will schedule this item for the next Board of Awards.

Please let me know if you have any questions.

Thank you,  
Debbie

--  
Deborah J. Natale  
Assistant Purchasing Agent  
City of Danbury  
155 Deer Hill Ave  
Danbury, CT 06810  
203 797 4571  
d.natale@danbury-ct.gov

Ed Siergiej <e.siergiej@danbury-ct.gov>

Wed, May 17, 2023 at 12:03 PM

To: Deborah Natale <d.natale@danbury-ct.gov>, Chick Volpe <c.volpe@danbury-ct.gov>

Debbie,  
Thanks for the heads up. Yes I will hold my rate for the next year.

Ed  
[Quoted text hidden]

*Rate @ \$ 45.00/HR*



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## CITY OF DANBURY

155 DEER HILL AVENUE  
DANBURY, CONNECTICUT 06810  
(203) 797-4641 FAX (203) 796-1586

ENGINEERING DIVISION

ANTONIO IADAROLA, P.E.  
DIRECTOR OF PUBLIC WORKS/  
CITY ENGINEER

MEMO TO: Chick Volpe,  
Purchasing Agent

FROM: Antonio Iadarola, PE.  
Director of Public Works/City Engineer

A handwritten signature in black ink, consisting of a large, stylized 'A' with a loop at the bottom, and a long, sweeping line extending upwards and to the right.

SUBJECT: **Board of Awards: Shelter Rock Road Bridge Replace Project  
Engineering Project No. 21-18**

DATE: May 18, 2023

Please add this proposal to the next available Board of Awards agenda. The design of new Shelter Rock Road Bridge over the Sympaug Brook is proceeding well and it has recently been identified that the existing 16" sanitary sewer pipe and 12" watermain, that crosses under the bridge, must be relocated to provide adequate space for the new bridge to be constructed.

Attached please find a proposal from Tata and Howard, an On-Call engineering firm, to design the new sewer pipe and water main approximately ten feet north of the proposed bridge and under the Sympaug Brook.

It is hereby requested that the Board of Awards award on-call services to Tata & Howard in the amount of \$60,000.00. Please charge this to CP2122.3040-7000.0668.

If you have any questions, please feel free to contact me.

CC: Daniel Garrick  
Laszlo Pinter, Esq.  
Thomas Altermatt, PE, Project Manager  
Chris Gardner, Chief of Public Utilities  
File



## TATA & HOWARD

May 15, 2023

2-1

Mr. Antonio Iadarola, P.E.  
Director of Public Works/City Engineer  
City of Danbury  
155 Deerfield Avenue  
Danbury, Connecticut 06810

**Subject: Proposal for Shelter Rock Road Bridge Replacement Project;  
Water and Sewer Utility Relocation Design through Construction  
City Project No. 21-18**

Dear Mr. Iadarola,

In response to the City of Danbury's request and subsequent site meeting with Thomas Altermatt and Christopher Gardner on May 9, 2023, Tata & Howard (T&H) is pleased to provide our scope of services and budgetary fee estimate for professional engineering services for the design, permitting and construction of the relocation of existing water and sanitary sewer mains made necessary by the replacement of Bridge No. 034003 Shelter Rock Road Over Sympaug Brook designed by RHS Consulting Design, LLC (RHS).

Due to site constraints the utility relocations will be designed as follows:

**Sewer Relocation:** The existing sanitary sewer main spanning across the riverbanks downstream of the bridge will be replaced with a siphon under the streambed further downstream. The siphon structures on each side of the brook will be tied into the sewer piping to remain via doghouse manholes or direct connections into existing manholes, as determined during design.

**Water Main Relocation:** The water main will be attached to the face of the parapet wall on the downstream side of the replacement bridge. Ends of the bridge crossing will pass through the new wing walls and connect to the existing water mains with line valves to isolate the piping on the bridge.

A temporary sewer bypass system will be designed for maintaining sewer flows during the sewer main relocation.

2-2

## Scope of Services

### 1. Engineering Services During Design

- 1.1 Attend one (1) site meeting with City of Danbury's personnel to review the proposed project.
- 1.2 Utilize the existing site and proposed bridge plans prepared by RHS as a base map for the water main and sanitary sewer system relocations, supplemented by field measurements taken by T&H.
- 1.3 Prepare 50% design review plans, outline of the technical specification, and a preliminary opinion of probable construction costs for the relocation of water mains and sanitary sewer system to allow the subject bridge to be replaced. The intent is for the Plans and Technical Specifications by T&H to be incorporated with the bridge reconstruction plans and project manual prepared by RHS and not stand-alone documents. Submit three (3) copies to the City of Danbury (City) for review.
- 1.4 Design a temporary sanitary sewer bypass pumping system for use during construction of the sanitary sewer system relocation.
- 1.5 Attend one (1) meeting with the City's personnel to review the 50% design documents.
- 1.6 Prepare 95% plans and technical specifications along with an opinion of probable construction costs incorporating the City's comments from the 50% design review meeting and submit three (3) copies to the City for final review.
- 1.7 Attend one (1) meeting with the City's personnel to review the 95% design documents.
- 1.8 Prepare final Contract Documents to be incorporated with the bridge reconstruction plans and project manual. Provide documents in PDF format to the City for distribution to RHS for incorporation into the bridge reconstruction plans and specifications.
- 1.9 Attendance at two (2) additional meetings with the City's personnel at any stage of the design process as requested by the City of Danbury.

### 2. Engineering Services During Permitting

- 2.1 Provide assistance during the permit application process by providing information to RHS, the agent preparing the permit applications for the City, and answering questions from the permitting agencies regarding the work to relocate the water main and sanitary sewer system. Up to a total of 12 hours of engineering time has been budgeted for this work. Should additional effort beyond the 12 hours budgeted be required, an amendment to increase the budget will be required.

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### 3. Engineering Services During Construction

- 3.1 Review Shop Drawing submittals provided through RHS for items pertaining to the water main and sanitary sewer system relocation only.
- 3.2 Attend the Preconstruction Meeting coordinated by RHS. If T&H is required to attend additional meetings prior to the water main or sanitary sewer system relocation work commencing, an amendment to increase the budget will be required.
- 3.3 Provide resident observation of the work to construct the water main and sanitary sewer system relocations only. Site visits are to supplement the City's Construction Services Inspections and are anticipated to be weekly visits unless critical work is being performed or our presence is requested by the City. A total of 60 person hours has been budgeted for this work. Should additional time on site be deemed necessary, an amendment to increase the budget will be required.
- 3.4 Prepare Record Drawings of the water main and sanitary sewer system relocations only using information provided by the Construction Contractor and the City's Construction Services Crew. T&H will provide the City with copies of the Record Drawings in PDF and AutoCAD file formats and a printed copy on Mylar. Paper copies will be made available at the request of the City.

### Cooperation of the City of Danbury

The City of Danbury (City) will cooperate by providing any available plans and pertinent information, including plans of the existing and proposed roadway and bridge, water distribution system and sewer system mapping, and proposed easement maps. City will acquire easements necessary for the construction of the proposed water main and sanitary sewer system relocations as delineated during the site visit on May 9, 2023.

The City will act as the liaison between RHS (Bridge Design Engineer) and T&H, and will keep T&H aware of any changes in the Bridge Design Project that could impact the work of T&H as defined herein.

T&H requests that the City provide digital files of the existing site plan and proposed bridge plans in AutoCAD format as prepared by RHS, for T&H's use as a base map.

The City will provide locations of fittings, buried structures, changes to the layout or details of the water main and sanitary sewer relocation collected during construction to T&H for preparation of the record drawings. Information provided should include, but is not limited to, depth of burial, swing ties from fixed objects shown on the Contract Drawings, and changes to standard details to meet field conditions, and any other information required to accurately depict the work as constructed. City will require, by Contract, that the Construction Contractor provide such information if the City is unable.

2-4

### **Supplemental Services**

The following special services are not included, as it is not possible to determine in advance the extent of, or need for, such services.

- 1) Preparation of Contract Documents for bidding.
- 2) Additional meetings beyond those noted under Engineering Services During Design.
- 3) Additional copies of documents beyond those furnished under Engineering Services During Design.
- 4) Revision of Documents after they have been accepted and approved by the City.
- 5) Preparation of testimony, appearance in or for litigation, hearings, or any other court or legal proceedings.
- 6) Assistance with the preparation of permits beyond the hours budgeted in the scope of services.
- 7) Preparation of easements.
- 8) Wetlands delineation by a Soil Scientist.
- 9) Design of the relocation of any utilities except for water and sanitary sewer mains to the extents described above.
- 10) Stake out of the new water main and sanitary sewer system locations in the field.
- 11) Resident Observation beyond the hours budgeted in the scope of services.
- 12) Field measurements of the relocated utilities as they are being installed.

### **Schedule**

T&H will endeavor to complete the Scope of Services under Item 1, Engineering During Design, Subitems 1.1 through 1.4 within two (2) months of authorization to proceed.

T&H will endeavor to complete the Scope of Services under Item 1, Engineering During Design, Subitems 1.5 through 1.6, within one (1) month after the City provides comments on the 50% design documents.

T&H will endeavor to complete the Scope of Services under Item 1, Engineering During Design, Subitems 1.7 through 1.8, within one (1) month after the City's approval of the 95% design documents.

The Engineering Services included under Item 2, Engineering During Permitting will coincide with the City's Schedule for Permitting.

The Engineering Services under Item 3, Engineering During Construction will coincide with the Contractor's Schedule of Construction.



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**Fee & Payment**

The above scope of services will be billed monthly based on actual time spent plus any materials and expenses. Time spent on this project will be billed in accordance with the On-Call Engineering Contract between the City of Danbury and T&H, at our current hourly billing rates, and any materials and expenses will be billed at 1.1 times actual cost.

The Budget for the scope of services in this proposal are as outlined below. The suggested total budgetary figure for the project will not be exceeded without prior authorization.

Engineering Services		Suggested Budget
1.	Engineering Services During Design	\$38,000
2.	Engineering Services During Permitting	\$ 3,000
3.	Engineering Services During Construction	
	A. Construction Administration including Record Drawings	\$11,000
	B. Resident Observation (60 person-hours)	\$ 8,000
	<b>Total:</b>	<b>\$60,000</b>

We appreciate the opportunity to submit this proposal on this important project. If the proposal is acceptable, please prepare a purchase order for the work.

Sincerely,

TATA & HOWARD, INC.



Karen L. Gracey, P.E.  
Co-President

cc: T. Altermatt, P.E., Project Manager, City of Danbury  
C. Gardner, Chief of Water Distribution, Sewer Collection & Maintenance, City of Danbury



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**CITY OF DANBURY**  
155 DEER HILL AVENUE  
DANBURY, CONNECTICUT 06810  
(203) 797-4641 FAX (203) 796-1586

**ENGINEERING DIVISION**

**ANTONIO IADAROLA, P.E.**  
**DIRECTOR OF PUBLIC WORKS/**  
**CITY ENGINEER**

**MEMO TO:** Chick Volpe,  
Purchasing Agent

**FROM:** Antonio Iadarola, PE.  
Director of Public Works/City Engineer

**SUBJECT:** **Board of Awards: Professional Services**

**DATE:** May 18, 2023

Please add this proposal to the next available Board of Awards agenda. The City needs to have seven bridges inspected by a qualified Engineering Company in order to document the condition of the bridges, determine the necessary repairs and to apply for grants to made necessary repairs.

Attached please find a proposal from Stantec Consulting Services Inc, an on-call engineering firm, to perform a detailed inspection and prepare reports for seven bridges, in conformance with CTDOT standards.

It is hereby requested that the Board of Awards award on-call services to Stantec Consulting Services Inc in the amount of \$24,640.00. Please charge this to Professional Services 3040.5300.2010.

If you have any questions, please feel free to contact me.

**CC:** Daniel Garrick  
Laszlo Pinter, Esq.  
Thomas Altermatt, PE, Project Manager  
File

3-1



Stantec Consulting Services Inc.  
55 Church Street Suite 601, New Haven CT 06510-3014

May 17, 2023  
File: 192382150

**Attention: Tom Altermatt**  
City of Danbury  
155 Deer Hill Avenue  
Danbury, CT 06810

Dear Mr. Altermatt,

**Reference: On-Call Engineering Consultant – Bridges (Bid #10-21-22-04)**

We are pleased to submit this proposal to provide bridge inspection services for the above-referenced bridges. The following represents our understanding of the project scope and the services that will be performed by Stantec:

**Scope of Services**

Stantec will conduct a field inspection of the subject seven bridges spanning over the Blind Brook in general accordance with the CTDOT Bridge Inspection Manual. Stantec will then prepare a Bridge Inspection Report summarizing the findings encountered in the field.

The inspection and report will concentrate on obtaining and providing information necessary to complete the CTDOT Local Bridge Program Preliminary Application. The report will include the BRI-18 inspection form. The reports will be completed in digital format, with two (2) hard copies provided to the City.

Stantec will provide the above services at: \$3,520 per bridge x 7 bridges = \$24,640 total, and assumes that the bridges will be inspected in batches of two or more to facilitate inspection of 2 bridges per workday. The above fee also includes one day total of City Police detail to facilitate bridge topside inspection as required.

Upon notice to proceed, inspection reports for West Street, New Street and Montgomery Street will be completed within 45 days, and the remaining reports will follow within an additional 45 days.

Thank you for the opportunity to submit this proposal. Please feel free to contact me should you have any questions or require further information.

Regards,

Stantec Consulting Services Inc.

A handwritten signature in black ink, appearing to read "Andrew Lessard".

Andrew Lessard PE  
Principal

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# BID RESULT FORM

## CITY OF DANBURY

**Bid #04-22-23-06 "Ornamental Street Lights & Luminary Lens Covers"**

**Bid Date: Thursday, May 18, 2023**

**10:00 A.M.**

<i>Bidder</i> →	F&M Electric Supply	Supreme Lighting Design, LLC
Item 1.	\$21,780.00	\$24,762.66
Item 2.	\$1,380.00	\$1,559.82
<b>Total Cost</b>	\$23,160.00	\$26,322.48
<b>Street Lamps - Guaranteed Delivery Days</b>	8-10 Weeks	9 Weeks
<b>Luminary Lens Covers - Guaranteed Delivery Days</b>	4-6 Weeks	9 Weeks
<b>Prices shall remain firm for (days)</b>	60 Days	60 Days

Attending: C. Volpe, B. Schlemmer

**Awards Committee Initials**

Finance Director:

Corporation Counsel:

Department Head:

reasons why it is not acceptable.

**Comments: Awards Committee**

**If low bid is not bid of award, please specify**

**AWARDED TO:** \_\_\_\_\_

**Tax Office:** \_\_\_\_\_  
DATE

**Purchasing Agent:** \_\_\_\_\_  
DATE

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### PROJECT CHANGE REQUEST

<b>Customer Name:</b> City of Danbury	<b>Request Number:</b> 2022-23-3
<b>Project Name:</b> Telestaff & SQL DB Project Management	<b>Project Manager:</b> Justin Tuchman
<b>Project Phase:</b> CO-3 for 22-23 FY	<b>Issue Date:</b> 5/22/23
<b>Request Name:</b> Telestaff & SQL DB Project Management	<b>Prepared By:</b> Frank Gentile
<b>Reason for Change:</b> This amendment is critical to enable the completion of the Telestaff systems implementation for the police department along with the upgrade of the fire department's Telestaff to the next version of the software. In addition this amendment is required for the continued support for fire department status screens and NEXGEN database changes.	
<b>Contract References:</b> Addendum B: Scope of Work - Section	
<b>Description of Change:</b> 1. Microsoft SQL Database Changes for NEXGEN, NEXGEN Status Screens, and Firehouse, as needed. Development of these systems to fit the Danbury Environment. (\$83/hr X 73 hrs = \$6,059) 2. Project Management for KRONOS Telestaff Police Department Telestaff system integration, Fire Department Telestaff upgrade, and Upgrade to Cloud Version of Telestaff System with connectivity to KRONOS Dimensions. (\$97/hr X 93 hrs = \$9,021). Funding Sources: CRM2, Kronos/Telestaff Upg	
<b>Cost for This Change Order: \$15,080.</b> Current total cost for this project: \$98,880 This Project may be Amended further to adjust hours as needed	
<b>For</b>	<b>For The City of Danbury:</b>
<b>Name:</b>	<b>Name:</b> Frank Gentile
<b>Title:</b>	<b>Title:</b> Manager of Information Technology
<b>Signature:</b>	<b>Signature:</b> <i>Frank Gentile</i>
<b>Date:</b>	<b>Date:</b> 5/21/2023

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**BID RESULT FORM**

**Bid # 01-22-23-03 "Rehabilitate, Light and Mark Taxiway 'C' @ the Danbury Municipal Airport"**

**Bid Date: Thurs. April 20,2023**

**Time: 10:00 A.M.**

<b>Bidder</b>	<b>Total Bid Amount</b>
Waters Construction Company	\$3,077,283.88
Guerrera Construction Company, Inc.	\$2,238,030.00
Redwood Construction & Consulting, Inc.	\$1,981,103.00

**Attending: B. Schlemmer, D. Natale**

**Awards Committee initial:**  
**Finance Director:**  
**Corporation Counsel:**  
**Department Head:**

**Comments: Awards Committee**

**If low bid is not bid of award, please specify reasons why it is not acceptable.**

**AWARDED TO:**

**Tax Office** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**Purchasing Agent** \_\_\_\_\_ **DATE:** \_\_\_\_\_