



CITY OF DANBURY

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January 10, 2024

To: File

Re: Board of Awards, Wednesday, January 10, 2024

Attending: D. Garrick, Finance Director
R. Edwards, Assistant Corporation Counsel
R. Thode, Fire Chief
F. Carvalho, Associate Director of Community Health
T. Nolan, Superintendent of Public Services
D. Day, Superintendent of Public Utilities
F. Gentile, Manager of Information Technology
D. Natale, Assistant Purchasing Agent
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:

“Purchase Portable Radios & Related Accessory Items – Fire Dept.” Mr. Volpe informed the Board that this was an American Rescue Plan Act (ARPA) funded purchase request, and that two State of CT contract quotes were obtained. Mr. Volpe reported that Goosetown Communications quoted a total cost of \$102,008.20 and Marcus Communications quoted a total cost of \$105,811.69. Mr. Volpe noted that, in his opinion, the two contract quotes would satisfy both the City of Danbury's and ARPA's purchasing requirements. Chief Thode moved to award the purchase of the subject items to Goosetown Communications as the low bidder per the State contract, contingent upon PKF O'Connor Davies, the City's ARPA financial consultant, final approval. Mr. Garrick seconded the motion, which was then carried unanimously.

“Purchase Vaccines – Health & Human Services Dept.” Mr. Volpe reported that the Health & Human Services Dept. submitted a requisition, made out to Sanofi Pasteur, to purchase vaccines as required in a total amount not to exceed \$45,500.00. Mr. Volpe informed the Board that the vaccines would be purchased per the Atlantic Health Partners buying group contract pricing. Mr. Volpe noted that the Health & Human Services Dept. is a member of the Atlantic Health Partners buying group, and that the buying group contract pricing compared favorably to the State of CT contract for vaccines. Ms. Carvalho moved to award the purchase of the requisitioned vaccines to Sanofi Pasteur per the Atlantic Health Partners buying group contract. Mr. Garrick seconded the motion, which was then carried unanimously.

Over

“Public Health Emergency Preparedness (PHEP) Public Service Announcements – Health & Human Services Dept.”

Mr. Volpe reported that the City of Danbury had previously issued a purchase order to Berkshire Broadcasting, for the subject announcements, in an amount not to exceed \$2,656.00. Mr. Volpe informed the Board that the initial purchase order was issued to Berkshire Broadcasting as a sole source. Mr. Volpe noted that Berkshire Broadcasting owns WLAD radio, which is the primary radio station for the greater Danbury area. Mr. Volpe reported that the Health & Human Services Dept. had now submitted a change order request to increase the existing purchase order by an additional \$13,940.01 to cover the costs of additional planned PHEP public service announcements. Mr. Volpe stated that Board of Awards approval would now be required because the cost of the amended purchase order would exceed \$15,000.00, which is the limit of his authority. Ms. Carvalho moved to allow for the change order request as submitted. Mr. Garrick seconded the motion, which was then carried unanimously.

“Purchase of OEM Peterbilt Truck Parts – Equipment Maintenance Dept.” Mr. Volpe reported that the City of Danbury had previously issued a purchase order to The Peterbilt Store of Southern CT to purchase the subject items on an as required basis, in an amount not to exceed \$15,000.00. Mr. Volpe informed the Board that the initial purchase order was issued to The Peterbilt Store of Southern CT as a sole source. Mr. Volpe noted that The Peterbilt Store of Southern CT is the only authorized Peterbilt parts dealer for the Connecticut territory. Mr. Volpe reported that the Equipment Maintenance Dept. had now submitted a change order request to increase the existing purchase order by an additional \$5,000.00 to cover the costs of additional purchase as required. Mr. Volpe stated that Board of Awards approval would now be required because the cost of the amended purchase order would exceed \$15,000.00, which is the limit of his authority. Mr. Nolan moved to approve the amendment request as submitted and to allow for any additional required purchases from the The Peterbilt Store of Southern CT for the balance of the fiscal year. Mr. Garrick seconded the motion, which was then carried unanimously.

“Replacement of Trickling Filter Recirculation Pump Motors (2) – Public Utilities Dept.”

Mr. Volpe informed the Board that the Public Utilities Dept. submitted a requisition, made out to Veolia Water, to have the subject work performed in the total amount of \$16,430.00. Mr. Volpe informed the Board that Veolia Water proposed the work as per their operating agreement with the City of Danbury for the Waste Water Treatment Plant (WWTP). Mr. Volpe noted that Veolia Water provided a quote from Travers Electric, which demonstrated that they would be passing through the actual cost of the required work. Mr. Day moved to award the requisitioned work to Veolia Water as per their WWTP operating agreement. Mr. Garrick seconded the motion, which was then carried unanimously.

“Engineering Services for Main Street and South Main Street Sewer Capacity Analysis – Public Utilities Dept.”

Mr. Volpe reported that the Public Utilities Dept. submitted two proposals from Tata & Howard for the subject work. Mr. Volpe stated that the proposal dated August 15, 2023 was for the South Main Street work in the amount of \$118,400.00, and that the proposal dated August 28, 2023 was for the Main Street work in the amount of \$80,900.00. Mr. Volpe informed the Board that Tata & Howard proposed all the work per their current on-call services contract with the City of Danbury. Mr. Day moved to award the proposed work to Tata & Howard as per their on-call services contract. Mr. Garrick seconded the motion, which was then carried unanimously.

Bid #03-21-22-01 “West Lake Filter Rehabilitation” – Change Order Request – Public Utilities Dept.”

Mr. Volpe reported that this bid had previously been awarded to Holzner Construction in the amount of \$685,989.00. Mr. Volpe informed the Board that Mr. Day submitted a request to amend the original award amount by an additional \$140,000.00 to cover the cost of additional required work. Mr. Day moved to allow for the change order as requested. Mr. Garrick seconded the motion, which was then carried unanimously.

“Engineering Services for Portable Water Bypass Pump Trailer – Selection, Review & Recommendation – Public Utilities Dept.”

Mr. Volpe reported that the Public Utilities Dept. submitted a requisition, made out to Tata & Howard, to have the subject work performed in the total budget amount of \$16,000.00. Mr. Volpe informed the Board that Tata & Howard proposed the work per their current on-call services contract with the City of Danbury. Mr. Day moved to award the requisitioned work to Tata & Howard as per their on-call services contract. Mr. Garrick seconded the motion, which was then carried unanimously.

“Annual Maintenance for Nexgen Computer-Aided Dispatch (CAD)/Records Management System (RMS) – IT Dept.”


Mr. Volpe reported that Mr. Gentile submitted a requisition, made out to Nexgen Public Safety, to have the subject service provided in the total amount of \$22,852.67. Mr. Volpe informed the Board that, along with the requisition, Mr. Gentile included a sole source justification, which indicated that Nexgen is the developer of the proprietary software system presently being used. Mr. Gentile moved to award the requisitioned service to Nexgen Public Safety as a sole source. Mr. Garrick seconded the motion, which was then carried unanimously.

“Purchase New Rack Servers (2) – IT Dept.”

Mr. Volpe reported that Mr. Gentile submitted two requisitions, both made out to Connection Public Sector Solutions, to purchase the subject items at a cost of \$7,299.00/each – total of \$14,598.00. Mr. Volpe informed the Board that Connection Public Sector Solutions quoted the servers per the current National Cooperative Purchasing Alliance (NCPA) contract. Mr. Gentile moved to award the purchase of the two requisitioned servers to Connection Public Safety as per the NCPA contract. Mr. Garrick seconded the motion. Mr. Gentile noted that these servers were lifecycle replacements, and that one server was for Public Safety Telestaff and the other server for City Hall QDS. 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 10:20 A.M.

Respectfully submitted,



Charles J. Volpe, Jr.
Purchasing Agent

cc: All Attendees
Mayor Alves
L. Esposito
A. Iadarola
S. Kaminski
N. Wagner