



CITY OF DANBURY

155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810

CHARLES J. VOLPE, JR.
PURCHASING AGENT

(203) 797-4571 PHONE
(203) 796-1527 FAX
c.volpe@danbury-ct.gov

May 10, 2023

To: File

Re: Board of Awards, Wednesday, May 10, 2023

Attending: D. Garrick, Finance Director
R. Edwards, Assistant Corporation Counsel
N. Ballwig, Legal Secretary, Office of the Corporation Counsel
A. Iadarola, Director of Public Works/City Engineer
D. Petrovich, Assistant City Engineer
M. Cassavechia, Director of Emergency Management
D. Day, Superintendent of Public Utilities
J. Rosenberg, Chief Operator, Public Utilities Dept.
F. Gentile, Manager of Information Technology
S. Ferguson, Tax Collector
T. Hughes, Superintendent of Construction Services
D. Natale, Assistant Purchasing Agent
C. Volpe, Purchasing Agent

The Board of Awards convened at 10:02 A.M. in the Purchasing Dept. Conference Room (virtual meeting – attendees via Zoom conference call) to consider the following:

“Architectural Services for Early Childhood Center – State Grant Application and Preparation – Engineering Dept.” Mr. Volpe reported that Mr. Iadarola submitted a proposal from Friar Architecture, dated May 8, 2023, to perform the subject work in the total fee amount of \$22,180.00. Mr. Volpe informed the Board that Friar Architecture proposed the work per their current on-call services contract with the City of Danbury. Mr. Iadarola moved to award the proposed work to Friar Architecture. Mr. Garrick seconded the motion. Mr. Petrovich noted that the award to Friar would be per their on-call services contract, and that the cost of the work would be charged to account #DCA2022.3040-7000.0816. Mr. Petrovich stated that the services were needed to assist the City in meeting the State of CT grant application deadline of June 30, 2023. The motion was then carried unanimously.

“Engineering Services – FEMA Hazardous Mitigation Grant Assistance – Emergency Generators – Office of Emergency Management” Mr. Volpe reported that these had previously been awarded to Fuss & O’Neill in the proposed budget amount of \$12,000.00, as per their on-call services contract with the City of Danbury. Mr. Volpe informed the Board that Mr. Cassavechia forwarded an email from Fuss & O’Neill, dated May 4, 2023, in which they proposed an additional budget amount of \$25,000.00 to respond to FEMA’s request for additional information regarding this grant request. Mr. Volpe noted that any

Over



additional services provided by Fuss & O'Neill would be provided per their same on-call services contract. Mr. Cassavechia moved to allow for the proposed additional services as per the on-call contract. Mr. Garrick seconded the motion, which was then carried unanimously.

Bid #04-22-23-02 "Landscape Trees – Forestry Dept." Mr. Volpe reported that three bids were received and that the apparent low bidder was Hardscrabble Farms at a bid total of \$15,725.00. Mr. Iadarola moved to award the bid to Hardscrabble Farms. Mr. Garrick seconded the motion. Mr. Volpe noted that the other two bidders were considerably higher because their bids included the installation of the trees, which was not part of the bid specification. The motion was then carried unanimously.

Bid #03-22-23-02 "Chemicals – Water Dept." Mr. Volpe reported that seventeen bids were received. Mr. Day moved to award to the low bidder for each item. Mr. Garrick seconded the motion. Mr. Volpe noted the low bidder for each item as follows: Item 1 – Sulfate of Alumina, Chemtrade Chemicals at \$.1307 per wet lb.; Item 2 – Hydrofluosilicic Acid, Univar at \$.31 per wet lb.; Item 3 – Copper Sulfate, Harcros Chemical at \$112.76 per 50 lb. bag; Item 4 – Sodium Hydroxide, Univar at \$.1396 per wet lb.; Item 5 – Sodium Hypochlorite, Keuhne at \$.2040 per wet lb.; Item 6 – Orthophosphoric Acid, Shannon Chemical at \$.874 per wet lb.; Item 7 – Potassium Permanganate, Surpass Chemical at \$2.897 per lb. Mr. Volpe noted that the bid pricing represented a significant increase over last year's bid pricing. The motion was then carried unanimously.

Bid #05-21-22-03 "Hydrants – Water Dept." Mr. Volpe informed the Board that this was an annual unit price bid for orders to be placed on an as needed basis. Mr. Volpe reported that this bid had previously been awarded to G&L Waterworks for Kennedy hydrants and Ferguson Waterworks for Mueller hydrants. Mr. Volpe stated that the previous award period is expiring on June 29, 2023, and that the bid may be renewed for an additional year by mutual consent. Mr. Volpe stated that both awarded vendors have offered to hold their current bid pricing for an additional year. Mr. Day moved to extend the bid awards with G&L Waterworks and Ferguson Waterworks for an additional year as offered. Mr. Garrick seconded the motion, which was then carried unanimously.

"Data Entry, Applications Configuration & Administrative Services – IT Dept." Mr. Volpe reported that these services had previously been awarded to TEK Systems at a billing rate of \$43.50 per hour, in an amount not to exceed \$60,900.00. Mr. Volpe informed the Board that the initial award to TEK Systems was based upon them having a comparatively low billing rate. Mr. Volpe reported that Mr. Gentile submitted a change order request to increase the previous award amount by an additional \$15,225.00 to cover additional required services at the same billing rate of \$43.50 per hour. Mr. Gentile moved to allow for the change order as requested. Mr. Garrick seconded the motion, which was then carried unanimously.

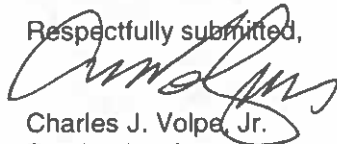
"Payroll & Financial Systems Integration Manager Services – IT Dept." Mr. Volpe reported that these services had previously been awarded to Creative Financial Staffing at a billing rate of \$120.00 per hour, in an amount not to exceed \$222,720.00. Mr. Volpe informed the Board that the initial award to TEK Systems was based upon them having a comparatively low billing rate. Mr. Volpe reported that Mr. Gentile submitted a change order request to increase the previous award amount by an additional \$8,280.00 to cover additional required services at the same billing rate of \$120.00 per hour. Mr. Gentile moved to allow for the change order as requested. Mr. Garrick seconded the motion, which was then carried unanimously.

“Online Payment Vendor – Tax Collector” Mr. Volpe reported that Mr. Ferguson submitted a memo, dated May 4, 2023, in which he indicated that he had obtained proposals from three firms to provide online payment services for the Tax Collector Dept. Mr. Volpe stated that, in his same memo, Mr. Ferguson recommended that the service be awarded to Certified Payments by Deluxe based upon them charging the lowest rates to the taxpayers, charging no fees to the City of Danbury, and having an established interface with QDS, the City’s tax software company. Mr. Ferguson moved to award the subject service to Certified Payments by Deluxe for the reasons noted, contingent upon execution of an agreement acceptable to the City of Danbury. Mr. Garrick seconded the motion, which was then carried unanimously.

“Electrical Supply Agreement – 40 Apple Ridge Road, Danbury, CT” Mr. Volpe informed the Board that Mr. Hughes contacted him in regards to invoices received from Eversource for electrical service at the subject location. Mr. Volpe stated that Mr. Hughes was concerned because the City was being billed at the Eversource standard rate of \$.23/kWh. Mr. Volpe stated that he had reached out to Tradition Energy, the City’s energy consultant, about adding this location to the City’s current contract for electrical supply at \$.078/kWh. Mr. Volpe stated that, because of the size of the account, Tradition Energy advised that the subject location could not be added to the existing contract. Mr. Volpe stated that Tradition Energy was able to offer a rate of \$.104/kWh for the period May 18, 2023 through December 18, 2024 through Constellation Energy per the Omnia government cooperative contract. Mr. Volpe noted that the term that was offered would coincide with the term on the City’s existing contract. Mr. Volpe stated that the rate that was offered was only good until the close of business on May 8, 2023. Mr. Volpe stated that, after conferring with Mr. Garrick, Attorney Edwards and Mr. Hughes, it was determined to be in the best interest of the City to execute the agreement for the offer. Mr. Hughes moved to ratify the action taken to award the electrical supply to Constellation Energy for the subject property at the rate of \$.104/kWh, for the period May 18, 2023 through December 18, 2024, per the Omnia contract. Mr. Garrick seconded the motion. Mr. Volpe thanked Mr. Hughes for bringing this situation to his attention because the City now stands to realize a significant cost savings. 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 Esposito
J. Giegler
A. Iadarola
S. Kaminski
N. Wagner