



**CITY OF DANBURY**  
**155 DEER HILL AVENUE**  
**DANBURY, CONNECTICUT 06810**

**CHARLES J. VOLPE, JR.**  
**PURCHASING AGENT**

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June 15, 2023

To: File

Re: Board of Awards, Wednesday, June 14, 2023

Attending: D. Garrick, Finance Director  
L. Pinter, Deputy Corporation Counsel  
N. Ballwig, Legal Secretary, Office of the Corporation Counsel  
C. Norman, HR Generalist, Human Resources Dept.  
S. Hanley, Superintendent of Public Buildings  
M. Safranek, Airport Administrator  
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 10:01 A.M. in the Purchasing Dept. Conference Room (virtual meeting – attendees via Zoom conference call) to consider the following:

**RFQ #21-22-06-21 “Psychological Evaluation Services – Human Resources Dept.”**

Mr. Volpe informed the Board that these services had previously been awarded to Bangs Psychological and Evaluation Services for a one-year period. Mr. Volpe noted that the current award period is expiring June 30, 2023, and that the bid award may be renewed for an additional year by mutual consent. Mr. Volpe reported that Dr. Kenneth Bangs sent an email on June 8, 2023, in which he indicated that he would be willing to hold his current fee schedule through June 30, 2024. Mrs. Norman moved to extend the bid award with Bangs Psychological and Evaluation Services for an additional year as offered. Mr. Garrick seconded the motion, which was then carried unanimously.

**RFQ #21-22-05-19 “HVAC Systems Water Treatment – Public Buildings Dept.”** Mr.

Volpe informed the Board that these services had previously been awarded to Clearwater Industries for a one-year period. Mr. Volpe noted that the current award period is expiring June 30, 2023, and that the bid award may be renewed for an additional year by mutual consent. Mr. Volpe reported that Clearwater Industries corresponded that they would be willing to hold their current bid pricing through June 30, 2024. Mr. Hanley moved to extend the bid award with Clearwater Industries for an additional year as offered. Mr. Garrick seconded the motion, which was then carried unanimously.

**“Security Upgrades to 98 Elm Street Shelter – Public Buildings Dept.”** Mr. Volpe reported that the Public Buildings Dept. submitted three requisitions, all made out to United Alarm, to perform the subject work in the total amount of \$31,787.67. Mr. Volpe noted that

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the work included the installation of a camera surveillance system at a cost of \$21,789.72, the installation of panic and fire devices at a cost of \$1,261.20, and the installation of a card reader access system at a cost of \$8,736.75. Mr. Volpe informed the Board that United alarm quoted the work per their current time and material bid award for security and alarm services. Mr. Hanley moved to award the requisitioned work to United Alarm as per their time and material bid for security and alarm services. Mr. Garrick seconded the motion, which was then carried unanimously.

**“Emergency Replacement of Gate and Operator – Municipal Airport”** Mr. Volpe informed the Board that this work had previously been awarded to Architectural Fence & Gate at a total cost of \$12,750.00. Mr. Volpe stated that Mr. Safranek emailed him on June 12, 2023 to report that Architectural Fence & Gate replaced the gate, but could not replace the operator as quoted. Mr. Volpe noted that, in their quote, Architectural Fence & Gate indicated that the cost of the gate was \$3,500.00 and the cost of the operator was \$9,250.00. Mr. Safranek moved to rescind the operator replacement portion of the award to Architectural Fence & Gate after notice, and to award that portion of the work to Roots Landscaping, the second low bidder, at a cost of \$9,430.00. Mr. Garrick seconded the motion, which was then carried unanimously.

**Bid #05-21-22-02 “Manhole Frames & Covers”** Mr. Volpe informed the Board that this bid had previously been awarded to Core & Main for a one-year period. Mr. Volpe noted that the current award period is expiring June 28, 2023, and that the bid award may be renewed for an additional year by mutual consent. Mr. Volpe reported that Core & Main corresponded that they would be willing to hold their current bid pricing through June 28, 2024. Mr. Day moved to extend the bid award with Core & Main for an additional year as offered. Mr. Garrick seconded the motion, which was then carried unanimously.

**“Purchase 50 HP Replacement Pump Motor for West Lake Water Treatment Plant – Public Utilities Dept.”** Mr. Volpe reported that the Public Utilities Dept. submitted a requisition, made out to Traver Electric, to purchase the subject item in the total amount of \$39,655.00. Mr. Volpe informed the Board that, along with the requisition, the Public Utilities Dept. included a sole source justification for Traver Electric to provide this motor. Mr. Volpe stated that the sole source justification indicated that the motor is an exact replacement of the existing motor and is designed to be compatible with the existing water pump that it will power, and that Traver Electric is the only known supplier. Mr. Volpe noted that Mr. Day advised that Hayes Pump and New England pump were also contacted for this requirement and neither vendor was able to offer an alternate motor. Mr. Day moved to award the requisitioned pump motor to Traver Electric as a sole source. Mr. Garrick seconded the motion, which was then carried unanimously.

**“Emergency Rental of a Backup Pump System for West Lake Water Treatment Plant – Public Utilities Dept.”** Mr. Volpe reported that, on Friday, June 9, 2023, Mr. Day contacted him in regards to the need to rent a fresh water pump system to assist with an emergency situation that he had with the water pump at the Clear Lift Station at West Lake Water Treatment Plant. Mr. Volpe informed the Board that three pump vendors were contacted, and that Sunbelt Rentals was the only vendor that had a pump readily available that could be used for this particular application. Mr. Volpe noted that, based upon the quoted rental rates, a purchase order was issued that same day to Sunbelt Rentals in the estimated amount of \$14,000.00. Mr. Day moved to ratify the action taken to rent the required pump system from Sunbelt Rentals based upon availability. Mr. Garrick seconded the motion, which was then carried unanimously.

**“Emergency Repair of 50 HP Pump Motor for West Lake Water Treatment Plant – Public Utilities Dept.”** Mr. Volpe reported that, on Friday, June 9, 2023, Mr. Day contacted him in regards to the urgent need to have a motor repaired that powers one of the pumps at the Clear Lift Station at West Lake Water Treatment Plant. Mr. Volpe informed the Board that a purchase order was issued that same day to Traver Electric, in the estimated amount of \$5,000.00, based upon their past experience in working with this motor and their immediate availability. Mr. Day moved to ratify the action taken to issue the purchase order to Traver Electric for the reasons indicated. Mr. Garrick seconded the motion, which was then carried unanimously.

**“Emergency Repair of John Deere 710 Backhoe – Public Utilities Dept.”** Mr. Volpe reported that, on Friday, June 9, 2023, Mr. Day contacted him in regards to the urgent need to have the brake system repaired on their John Deere 710 backhoe. Mr. Day advised that this backhoe was needed to replace manholes in order to maintain the street paving schedule. Mr. Volpe informed the Board that the plan was to issue an emergency purchased order to WI Clark in an estimated amount for this repair. Mr. Volpe noted that WI Clark is the only authorized Connecticut service vendor for heavy duty John Deere construction equipment. Mr. Volpe stated that WI Clark informed Mr. Christopher Gardner, Chief of Water Distribution, Sewer Collection & Maintenance, that they had a 2 to 3-week repair backlog. Mr. Volpe stated that Mr. Gardner contacted three area heavy equipment repair vendors that he felt could do this work. Mr. Volpe stated that Mr. Gardner advised that Bruce Taylor Heavy Equipment Repair was the only vendor that could work on the backhoe immediately. Mr. Volpe noted that a purchase order was issued to Bruce Taylor Heavy Equipment, in the estimated amount of \$9,000.00, to perform the necessary repairs. Mr. Day moved to ratify the action taken to issue the order to Bruce Taylor for the reasons indicated. Mr. Garrick seconded the motion. Mr. Day stated that Mr. Gardner advised him that the final cost of the repair could be in the area of \$25,000.00 to \$30,000.00. Attorney Pinter suggested that Mr. Day amend his motion to include a maximum amount. Mr. Day then amended his motion to be for repairs in an amount up to \$30,000.00. Mr. Garrick seconded the amended motion, which was then carried unanimously.

**Bid #05-14-15-03 “City of Danbury IT Support”** Mr. Volpe informed the Board that these services had previously been awarded to Computer Integrated Services (CIS) for a one-year period at a total cost of \$460,676.00. Mr. Volpe noted that the current award period is expiring June 30, 2023, and that the bid award may be renewed for an additional year by mutual consent. Mr. Volpe reported that CIS submitted a Statement of Work, dated June 5, 2023, in which they offered to extend their existing contract for an additional year with a 4% increase, for an annual total of \$479,103.04. Mr. Gentile moved to extend the bid award with CIS for an additional year and to allow for the requested 4% increase, contingent upon execution of a contract change order. Mr. Garrick seconded the motion. Mr. Gentile noted that he was able to negotiate the increase down from 6%. The motion was then carried unanimously.

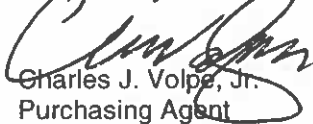
**“GIS Services for Fiscal Year 2023-2024 – IT Dept.”** Mr. Volpe reported that Mr. Gentile submitted a Project Change Request to have Computer Integrated Services (CIS) provide the subject services as additional to their current IT Support contract with the City of Danbury in the total amount of \$116,640.00. Mr. Gentile moved to award the subject services to CIS, contingent upon execution of the noted Project Change Request. Mr. Garrick seconded the motion. Mr. Gentile noted that the cost was the same as fiscal year 2022-2023. The motion was then carried unanimously.

**“Telestaff & SQL Database Project Management Services for Fiscal Year 2023-2024 – IT Dept.”** Mr. Volpe reported that Mr. Gentile submitted a Project Change Request to have Computer Integrated Services (CIS) provide the subject services as additional to their current IT Support contract with the City of Danbury in the total amount of \$55,400.00. Mr. Volpe noted that the Telestaff related services would be billed at a rate of \$97.00 per hour and the SQL Database services at a rate of \$83.00 per hour. Mr. Gentile moved to award the subject services to CIS, contingent upon execution of the noted Project Change Request. Mr. Garrick seconded the motion. Mr. Gentile noted that the total cost should cover services through the summer months, after which time the costs will be revisited. The motion was then carried unanimously.

**“AS400 Secure Cloud Hosting for Fiscal Year 2023-2024 – IT Dept.”** Mr. Volpe reported that Mr. Gentile submitted a Project Change Request to have Computer Integrated Services (CIS) provide the subject services as additional to their current IT Support contract with the City of Danbury in the total amount of \$59,340.00. Mr. Gentile moved to award the subject services to CIS, contingent upon execution of the noted Project Change Request. Mr. Garrick seconded the motion. Mr. Gentile noted that the cost was the same as fiscal year 2022-2023. The motion was then carried unanimously.

Having no further business to come before the Board, Mr. Volpe asked for a motion to adjourn. Attorney Pinter made a motion to adjourn. Mr. Garrick seconded the motion, which was then carried unanimously. The Board of Awards adjourned at 10:26 A.M.

Respectfully submitted,

  
Charles J. Volpe, Jr.  
Purchasing Agent

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