



CITY OF DANBURY

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August 9, 2023

To: File

Re: Board of Awards, Wednesday, August 9, 2023

Attending: D. Garrick, Finance Director
R. Edwards, Assistant Corporation Counsel
N. Ballwig, Legal Secretary, Office of Corporation Counsel
M. Cassavechia, Director of Emergency Management
T. Nolan, Superintendent of Public Services
D. Day, Superintendent of Public Utilities
S. Fabich, Lieutenant, Police Dept.
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:

Bid #02-21-22-03 “Custodial Services – Addition of Rizzo EMS Station on Wooster Heights – Dept. of Emergency Management” Mr. Volpe informed the Board that this bid was previously awarded to Custom Care Building Services for fiscal year 2023-2024. Mr. Volpe reported that Mr. Cassavechia submitted a requisition, made out to Custom Care Building Services, to have the subject location added to the current custodial contract at the total proposed annual cost of \$2,050.00. Mr. Cassavechia moved to allow for the addition of the Rizzo EMS building to the Custom Care Building Services custodial contract as proposed. Mr. Garrick seconded the motion, which was then carried unanimously.

“Purchase of New 2024 Chevrolet Silverado 1500 4WD Double Cab Vehicles (2) – Highway Dept.” Mr. Volpe reported that the Highway Dept. submitted a requisition, made out to National Auto Fleet Group, to purchase the subject tow vehicles at a cost of \$47,615.74/each – total of \$95,231.48. Mr. Volpe informed the Board that National Auto Fleet Group quoted the vehicles per their current Sourcewell government cooperative contract award. Mr. Nolan moved to award the requisitioned vehicles to National Auto Fleet Group per the Sourcewell contract. Mr. Garrick seconded the motion, which was then carried unanimously.

“Engineering & Air Compliance Support Services for Public Works Complex and Landfill – Public Utilities Dept.” Mr. Volpe reported that the Public Utilities Dept. submitted a requisition, made out to TRC Engineers, to have the subject work performed in

Over



the total proposed cost of \$84,500.00. Mr. Volpe informed the Board that TRC Engineers proposed the work as per their current on-call services contract with the City of Danbury. Mr. Day moved to award the requisitioned work to TRC Engineers as per their current on-call services contract with the City of Danbury. Mr. Garrick seconded the motion, which was then carried unanimously.

“Behavioral Consulting Services – Police Dept.” Mr. Volpe informed the Board that these services had previously been awarded to Dr. Edward Keane, PhD, for a one-year period, which will be expiring on August 31, 2023, at a billing rate of \$125.00 per hour, with an \$800.00 per month minimum billing. Mr. Volpe stated that the contract executed with Dr. Keane allowed for three additional one-year renewals. Mr. Volpe stated that Dr. Keane has corresponded to the Police Dept. that he would be willing to hold his current rates for the first renewal year. Lieutenant Fabich moved to extend the contract with Dr. Keane for an additional year at the same rates as offered. Mr. Garrick seconded the motion, which was then carried unanimously.

“Board Certified Psychologists – Mental Health Wellness Checks for Sworn Officers – Police Dept.” Mr. Volpe informed the Board that these services had previously been awarded to K. David Schultz, PhD, and Vincent Franco, PhD, for a one-year period. Mr. Volpe stated that the previous award period is expiring, and that the executed contracts had a provision for a one-year extension. Mr. Volpe noted that the billing rate for Dr. Schultz was at \$150.00 per wellness check, and that the billing rate for Dr. Franco was at \$200.00 per wellness check. Lieutenant Fabich moved to extend the contract award with both providers for an additional year at the noted billing rates. Mr. Garrick seconded the motion, which was then carried unanimously.

“Purchase New 2023 Ford Utility Police Interceptor Vehicles (7) – Police Dept.” Mr. Volpe reported that the Police Dept. submitted a requisition, made out to MHQ, Inc., to purchase the subject vehicles at a cost of \$43,436.00/each – total of \$304,052.00. Mr. Volpe informed the Board that MHQ quoted the vehicles per their current State of CT contract award. Lieutenant Fabich moved to award the requisitioned vehicles to MHQ, Inc. as per the State contract. Mr. Garrick seconded the motion, which was then carried unanimously.

“Renewal of VMWARE System Annual Software Maintenance, Support & Upgrades – IT Dept.” Mr. Volpe reported that Mr. Gentile submitted a requisition, made out to GovConnection, Inc., to renew the subject service at the total quoted amount of \$24,072.00. Mr. Volpe informed the Board that GovConnection quoted these services per their current National Cooperative Purchasing Alliance (NCPA) government contract award. Mr. Gentile moved to award the requisitioned services to GovConnection, Inc. as per the NCPA contract. Mr. Garrick seconded the motion, which was then carried unanimously.

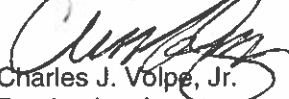
“Microsoft Office 2021 Plus Perpetual Licenses (55) – IT Dept.” Mr. Volpe reported that Mr. Gentile submitted a requisition, made out to Dell Marketing, to purchase the subject software at a cost of \$395.85/each – total of \$21,775.75. Mr. Volpe informed the Board that Dell Marketing quoted the requisitioned software per their current State of CT contract award. Mr. Gentile moved to award the requisitioned software to Dell Marketing as per the State contract. Mr. Garrick seconded the motion. After Mr. Gentile explained to the Board how the perpetual licenses were being deployed, and the benefit of using a perpetual license, the motion was then carried unanimously.

“Purchase New Dell Computers & Monitors – IT Dept.” Mr. Volpe reported that Mr. Gentile submitted a requisition, made out to Dell Marketing, to purchase ten Dell Plus 7010 tower computers at \$1,178.73/each and twenty Dell 27” Ultra Sharp monitors at a cost of \$291.10/each – total purchase amount of \$17,609.30. Mr. Volpe informed the Board that Dell Marketing quoted the equipment per their current State of CT contract award. Mr. Gentile moved to award the requisitioned equipment to Dell Marketing as per the State contract. Mr. Garrick seconded the motion, which was then carried unanimously.

“American Rescue Plan Act (ARPA) Consulting Services – Finance Dept.” Mr. Volpe reported that the Finance Dept. submitted a requisition, made out to PKF O’Connor Davies, to provide the subject services for fiscal year 2023/2024, on an as required basis, in an estimated amount not to exceed \$150,000.00. Mr. Volpe informed the Board that PKF O’Connor Davies would be performing the services in addition to their current Special Services Audit bid award. Mr. Garrick moved to award the requisitioned services to PKF O’Connor Davies. Attorney Edwards seconded the motion. Mr. Garrick noted that these services were a continuation of the services that PKF O’Connor Davies had provided in the prior fiscal year. 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 10:15 A.M.

Respectfully submitted,



Charles J. Volpe, Jr.
Purchasing Agent

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