



**CITY OF DANBURY**  
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**CHARLES J. VOLPE, JR.**  
PURCHASING AGENT

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September 6, 2023

To: File

Re: Board of Awards, Wednesday, September 6, 2023

Attending: J. Kleinhans, Assistant Finance Director  
R. Edwards, Assistant Corporation Counsel  
N. Ballwig, Legal Secretary, Office of Corporation Counsel  
F. Carvalho, Associate Director of Community Health  
S. Hanley, Superintendent of Public Buildings  
T. Hughes, Superintendent of Construction Services  
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 #08-23-24-01 “Danbury Health Dept. Advisor to the Lake Kenosia Commission”**

Mr. Volpe reported that Mr. Edward Siergiej submitted that only bid to provide consulting services on an as required basis at a billing rate of \$45.00 per hour. Ms. Carvalho moved to award the bid to Mr. Edward Siergiej, contingent upon execution of the required agreement. Mr. Kleinhans seconded the motion, which was then carried unanimously.

**“Purchase Mobile Communications Equipment for New Ambulances (4) – Dept. of Emergency Management”**

Mr. Volpe reported that Mr. Matthew Cassavechia, Director of Emergency Management, submitted two State of Connecticut contract quotes for this equipment. Mr. Volpe stated that Marcus Communications quoted the Kenwood product at a total cost of \$70,165.58 and Northeastern Communications quoted the Motorola product at a total cost of \$84,840.84. Mr. Volpe noted that the Northeastern Communications quote that was distributed with the agenda for back-up was incomplete and the costs did not present correctly. Mr. Volpe stated that the complete Northeastern Communications quote is on file in the Purchasing Dept. Mr. Volpe noted that the cost of the communications equipment would be paid for with American Rescue Plan Act (ARPA) funds. Mr. Volpe stated that, in his opinion, the two State contract quotes obtained would satisfy both the City's and ARPA's procurement requirements. Mr. Kleinhans moved to award the quoted communications equipment to Marcus Communications per the State contract, contingent upon final approval by PKF O'Connor Davies, the City's ARPA financial consultant. Attorney Edwards seconded the motion, which was then carried unanimously.

Over



**“Annual Temperature Control Equipment Maintenance for School Buildings – Public Buildings Dept.”** Mr. Volpe reported that the Public Buildings Dept. submitted a requisition, made out to Honeywell, to have the subject service provided in the total amount of 261,132.96. Mr. Volpe informed the Board that, along with the requisition, the Public Buildings Dept. included a sole source justification for Honeywell to provide this service. Mr. Volpe stated that the sole source justification indicated that Honeywell was the manufacturer and installer of the system equipment presently in use in the school buildings. Mr. Hanley moved to award the requisitioned service to Honeywell as a sole source, contingent upon execution of the required agreement. Mr. Kleinhans seconded the motion, which was then carried unanimously.

**“Citywide Sidewalk Projects – Construction Services Dept.”** Mr. Volpe reported that Mr. Hughes submitted a proposal from Reliable Excavating Co., Inc., dated August 30, 2023, to perform the subject work in the total proposed amount of \$99,098.50. Mr. Volpe informed the Board that Reliable Excavating proposed the work per their current on-call sidewalk construction bid award with the City of Danbury and their on-call heavy equipment rental and related trade labor services bid award also with the City of Danbury. Mr. Hughes moved to award the citywide sidewalk projects to Reliable Excavating as proposed, with the cost of the work to be charged to account #CP2021BND.3041-7000.0358. Mr. Kleinhans seconded the motion, which was then carried unanimously.

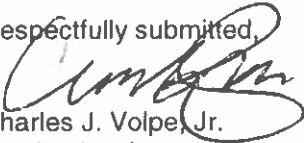
**“Furnish & Install Main Playground Structure at Great Plain School – Construction Services Dept.”** Mr. Volpe reported that Mr. Hughes submitted an estimate from Childscapes, dated August 30, 2023, to perform the subject work in the total amount of \$211,353.52. Mr. Volpe informed the Board that Childscapes quoted the work per their current State of Connecticut contract award. Mr. Volpe noted that, along with the cost estimate, Mr. Hughes included a sole source justification for Childscapes. Mr. Volpe stated that the sole source justification indicated that the City of Danbury had standardized on Burke playground equipment for maintenance efficiencies and safety purposes, and that Childscapes is the only authorized Burke playground equipment representative for the Connecticut territory. Mr. Volpe noted that the cost of this playground project would be paid for with American Rescue Plan Act (ARPA) funds. Mr. Volpe stated that, in his opinion, the State contract and sole source justification would satisfy both the City's and ARPA's procurement requirements. Mr. Hughes moved to award the subject playground work to Childscapes per the State contract and as a sole source, contingent upon execution of an acceptable contract and upon final approval by PKF O'Connor Davies, the City's ARPA financial consultant. Mr. Hughes noted that \$201,943.01 would be charged to an ARPA account and \$9,410.51 would be charged to account #002.3041-5300.2040. Mr. Kleinhans seconded the motion, which was then carried unanimously.

**“Network Vulnerability Assessment & Social Engineering Services – IT Dept.”** Mr. Volpe reported that Mr. Gentile submitted a requisition, made out to Computer Integrated Services (CIS), to have the subject services performed in the total proposed amount of \$34,460.00. Mr. Volpe informed the Board that CIS proposed the work as a change order to their current IT Support Solutions contract with the City of Danbury. Mr. Gentile moved to award the requisitioned work to CIS, contingent upon execution of a change order to their IT Support Solutions contract. Mr. Kleinhans seconded the motion, which was then carried unanimously.

**“CivicClerk System Annual Fees & Licensing – IT Dept.”** Mr. Volpe reported that Mr. Gentile submitted a requisition, made out to CivicPlus, for the subject fees and licensing in the total amount of \$17,058.50. Mr. Volpe informed the Board that, along with the requisition, Mr. Gentile included a sole source justification for CivicPlus, which indicated that they are the developer of the proprietary CivicClerk system. Mr. Gentile moved to award the requisitioned fees and licensing to CivicPlus as a sole source. Mr. Kleinhans seconded the motion, which 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. Kleinhans 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