



CITY OF DANBURY
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CHARLES J. VOLPE, JR.
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October 18, 2023

To: File

Re: Board of Awards, Wednesday, October 18, 2023

Attending: D. Garrick, Finance Director
R. Edwards, Assistant Corporation Counsel
N. Ballwig, Legal Secretary, Corporation Counsel
J. Giegler, Town Clerk
S. Hanley, Superintendent of Public Buildings
T. Hughes, Superintendent of Construction Services
F. Gentile, Manager of Information Technology
T. Nolan, Superintendent of Public Services
D. Day, Superintendent of Public Utilities
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:

“Cott Property Check Services – Town Clerk” Mr. Volpe reported Mrs. Giegler submitted a proposal from Cott Systems to add the PropertyCheck Service subscription to their existing Resolution3 Land Records Management System that is presently being used in the Town Clerk’s office. Mr. Volpe noted that the cost of the subscription included a \$700.00 fee for deployment, implementation and training, and then a monthly fee of \$25.00 upon the go-live date. The subscription would be coterminous with the Land Records System, which will expire in June 2025. Mrs. Giegler moved to award the PropertyCheck Service subscription to Cott Systems as proposed, contingent upon execution of a contract change order. Mr. Garrick seconded the motion. Mrs. Giegler informed the Board that the PropertyCheck subscription would provide a level of fraud protection for property owners. The motion was then carried unanimously.

“Johnson Controls, Inc. (JCI) Project Development Agreement (PDA) – Design Build Retrofit Rooftop Mechanical Equipment at the Danbury Police Dept. – Public Buildings Dept.” Mr. Volpe informed the Board that the Public Buildings Dept. submitted a requisition for JCI to provide the subject service in the total amount of \$85,000.00. Mr. Volpe informed the Board that JCI proposed this agreement per their current Sourcewell government cooperative contract award. Mr. Volpe noted that, in the agreement, JCI indicated that the \$85,000.00 cost for the PDA would be rolled into the final construction

Over



and installation agreement if the City elects to proceed in that direction. Mr. Hanley moved to award the proposed PDA to JCI per the Sourcewell contract, contingent upon review of the required agreement by Corporation Counsel. Mr. Garrick seconded the motion. Mr. Hanley noted that the City will be required to pay the full \$85,000.00 amount if it does not elect to contract with JCI for the final construction and installation. The motion was then carried unanimously.

“Tarrywile Park Roof Replacements – Carriage House & Greenhouse – Construction Services Dept.”

Mr. Volpe reported that Mr. Hughes submitted two proposals, both from BMP Construction, to perform the subject work. Mr. Volpe noted that the total proposed cost for the Carriage House was at \$95,949.50 and the total proposed cost for the Greenhouse was at \$22,933.86. Mr. Volpe informed the Board that BMP Construction proposed the work per their current Capitol Region Council of Governments (CRCOG) on-call construction services contract. Mr. Volpe informed the Board that Mr. Hughes indicated that this work would be paid for with State LOCIP funds. Mr. Volpe stated that a State of CT Prevailing Wage Rate Schedule will be obtained for this, and that Mr. Hughes will be sure that any work performed is compliant with the Commission on Human Rights and Opportunities (CHRO) requirements. Mr. Volpe noted that the proposed cost includes the cost of a bond for this work. Mr. Hughes moved to award the proposed work to BMP Construction per the CRCOG on-call construction services contract, contingent upon approval of funds and the execution of any required contract. Mr. Garrick seconded the motion, which was then carried unanimously.

“Annual Renewal of Google Workspace Enterprise Standard License & Support – IT Dept.”

Mr. Volpe reported Mr. Gentile submitted an invoice from Newmind Group, Inc., dated August 3, 2023, to renew the subject service at a total cost of \$106,661.00. Mr. Volpe informed the Board that, along with the invoice, Mr. Gentile included a sole source justification, which indicated that Newmind Group is the registered Google Value Added Reseller (VAR) for the region in which Danbury is located, and that Google requires the use of a VAR to procure their services. Mr. Garrick noted, as a point of clarification, that Newmind Group is not the only authorized VAR for the Danbury region. Mr. Gentile noted that Newmind Group is a regional VAR that has been assigned to the Danbury account by Google. Mr. Gentile then moved to award the subject services to Newmind Group as a sole source. Mr. Garrick seconded the motion, which was then carried unanimously.

“Paving North Nabby & Forty Acre Mountain Roads – Highway Dept.”

Mr. Volpe reported that Mr. Nolan submitted a unit price proposal from Advance Resources, dated October 16, 2023, to perform the subject paving as directed in an amount not to exceed \$200,000.00. Mr. Volpe informed the Board that, along with the proposal, Mr. Nolan included a sole source justification, which indicated that Advance Resources was contracted by Aquarian Water Company to perform paving on areas that they were working on, and that, logistically, it would be in the best interest of the City of Danbury to have them pave the balance of the road areas not covered under the utility contract while they are still mobilized. Mr. Volpe noted that Mr. Nolan also indicated that the City's contracted paving vendor, A&J Construction, would not be available for this work. Mr. Volpe noted that the cost of the work would require prevailing wages, a bond, and a contract. Mr. Nolan moved to award the paving work to Advance Resources as a sole source, in an amount not to exceed \$200,000.00, contingent upon execution of a contract acceptable to the City of Danbury. Mr. Garrick seconded the motion. Mr. Nolan noted that the unit prices proposed by Advance Resources included prevailing wages. Mr. Nolan noted that the cost of the required bond would be an extra cost. Mr. Nolan noted that he has several funding sources available for this work, most likely it will be paid for through State grant funds. The motion was then carried unanimously.

“American Rescue Plan Act (ARPA) Financial Consulting Services – Finance Dept.”

Mr. Volpe reported that the Finance Dept. submitted a requisition, made out to PKF O'Connor Davies, to have the subject services provided on an as required basis, for fiscal year 2023 – 2024, in an amount not to exceed \$150,000.00. Mr. Volpe informed the Board that PKF O'Connor Davies would be performing these services as additional to their current Special Services Audit contract award. Mr. Garrick moved to award the requisitioned services to PKF O'Connor Davies. Attorney Edwards seconded the motion. The motion was then carried unanimously.

At this point in the meeting, Mr. Day moved to add **“Backus Avenue Sewer Pump Station Repairs”** to the agenda as an emergency. Mr. Garrick seconded the motion. Mr. Day informed the Board that one of the two submersible pumps operating at this pump station completely failed, leaving the pump station without a backup pump. Mr. Day informed the Board that a new replacement pump was approved at the August 14, 2023 Board of Awards, but delivery is not expected until mid-November 2023. Mr. Day stated that the pump station pumps approximately 300,000 to 350,000 gallons per day, and that it is critical to have a functioning back-up pump. Mr. Day stated that Public Utilities Dept. personnel are working with Veolia Water personnel to set-up an emergency back-up system. Mr. Day stated that there will be costs associated with piping and valves materials to connect a rental unit, along with repair costs for the failed pump. The motion to add the item to the agenda as an emergency was then carried unanimously. Mr. Day then moved to waive any formal bidding requirements that may be needed to obtain the materials, rental unit, and repair the failed unit. Mr. Garrick seconded the motion. Mr. Day stated that Veolia Water was looking to obtain competitive quotes when possible. Mr. Day noted that three quotes were obtained for the pump rental, and that Xylem pump was selected based upon having a competitive price and best availability. Mr. Garrick questioned the reasoning for possibly repairing the failed pump with a new pump on order. Mr. Day advised if the failed pump could be repaired it would be used as a backup if need be. Mr. Day noted if the failed pump could be repaired quickly, it would be put back in service and the City would save the pump rental costs. 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