City of Shelton  
Board of Apportionment & Taxation  
Finance Committee  
January 13, 2011

MINUTES OF THE REGULAR MEETING  
7:00 PM Thursday, January 13, 2011  
SHELTON CITY HALL  
54 HILL STREET  
Room 104  
SHELTON, CT 06484

Roll Call

Mark Holden, Chairman, present  
Judson Crawford, present  
Gene Sullivan, Purchasing Agent, present

Others Present

Mike DeAngelis, WPCA representative,

Call to Order

The meeting was called to order by Chairman Holden with the Pledge of Allegiance at 6:30 p.m. on Thursday, January 13, 2011 in Room 104.

Agenda Add-Ons

JUDSON CRAWFORD MOTIONS TO ADD AN ITEM TO THE AGENDA UNDER OLD BUSINESS TO AWARD BID #31-31 OFFICE SUPPLIES. A VOICE VOTE IS TAKEN. MOTION PASSES (2-0).

Approval of the Minutes


New Business

OPEN RFQ #31-40 PROFESSIONAL ON-CALL WASTE WATER ENGINEERING SERVICES (10 bidders)

Wright Pierce of Middletown, CT submits their qualifications.
Gene Sullivan indicated that a non-collusion affidavit was not required on an RFQ but it is OK if it is there.

Dvirka & Bartilucci of White Plains, NY submits a non-collusion affidavit and their qualifications.

Hazen & Sawyer of Rocky Hill, CT submits a non-collusion affidavit and their qualifications.

Kleinfelder/Sea Consultants, Inc. of Rocky Hill, CT submits a non-collusion affidavit and their qualifications.

Woodard & Curran of Cheshire, CT submits a non-collusion affidavit and their qualifications.

Weston & Sampson of Rocky Hill, CT submits a non-collusion affidavit and their qualifications.

GHD Inc. of Trumbull, CT submits a non-collusion affidavit and their qualifications.

Milone & MacBroom, Inc. of Cheshire, CT submits a non-collusion affidavit and their qualifications.

Fuss & O’Neill Inc. of Manchester, CT submits a non-collusion affidavit and their qualifications.

Thielsch Engineering of Cranston, RI submits a non-collusion affidavit and their qualifications.

**JUDSON CRAWFORD MOTIONS TO ACCEPT THE 10 BIDS FOR THE RFQ #31-40 PROFESSIONAL ON-CALL WASTEWATER ENGINEERING SERVICES AND REFER THEM TO THE W.P.C.A. FOR REVIEW AND RECOMMENDATION. A VOICE VOTE IS TAKEN. MOTION PASSES (2-0).**

**OPEN BID #31-41 PRECAST CONCRETE PRODUCTS FOR HIGHWAYS (1 bidder)**

Connecticut Precast of Monroe, CT submits a non-collusion affidavit and a bid with an open quantity and various items. They did not bid on the Manhole Grade Rings 24” I.D.

Judson Crawford noted for the record that when the specs came in to the Purchasing Department, there were no quantity amounts requested by the department.

*Chairman’s Note: Single bidder, consider a re-bid.

**JUDSON CRAWFORD MOTIONS TO ACCEPT THE ONE BID FOR BID #31-41 PRECAST CONCRETE PRODUCTS FOR HIGHWAYS AND REFER IT TO THE HIGHWAY DEPT. FOR REVIEW AND RECOMMENDATION. A VOICE VOTE IS TAKEN. MOTION PASSES (2-0).**
OPEN RFQ #31-42 VENTILATION SYSTEM, STRUCTURAL SYSTEM FOR COMMUNITY CENTER POOL (2 bidders)

Weston & Sampson of Rocky Hill, CT submits a non-collusion affidavit and a proposed total fee for the study of $15,500 with Phase B, which is the actual design to be determined.

Klieger Associates, LLC of Watertown, CT submits a non-collusion affidavit and a proposed total fee of $19,600 and the following bids for Phase B:

- Mechanical Engineering Services $4,500
- Architectural Services (Ames & Whitaker) $4,500
- Structural Engineering Services (Smolen & Assoc.) $5,900
- Destructive Testing at one column $2,200
- Roof rental to review roof structure $2,500

These items are allowances, final fees will be determined at a later date. Fees will be based on actual costs from vendors with no mark-up to the owner.

They proposed the following hourly rates for services not covered in the scope of work:
- Engineering $165/hour; Architectural $165/hour; CAD Operator/Drafting $75/hour and Clerical $55/hour. Their services will be billed monthly on the percentage of work completed.

JUDSON CRAWFORD MOTIONS TO ACCEPT THE TWO BIDS FOR RFQ #31-42 VENTILATION SYSTEM, STRUCTURAL SYSTEM FOR COMMUNITY CENTER POOL AND REFER THEM TO THE BUILDING COMMITTEE/JIM ORAZIETTI FOR REVIEW AND RECOMMENDATION. A VOICE VOTE IS TAKEN. MOTION Passes (2-0).

OPEN BID #31-43 FUEL MANAGEMENT SYSTEM – HIGHWAY (2 bidders)

Fuel Tagging Solutions, Inc. of Linden, New Jersey submits a non-collusion affidavit and a bid of $4,999 with a monthly fee of $399.00.

Bermann Service of Chicopee, MA submits a non-collusion affidavit and a bid of $23,957; Alternate 2 to supply and install new fuel pump $5,435. No monthly fee.

JUDSON CRAWFORD MOTIONS TO ACCEPT THE TWO BIDS RECEIVED FOR BID #31-43 FUEL MANAGEMENT SYSTEM –HIGHWAY AND REFER THEM TO THE HIGHWAY DEPT. FOR REVIEW AND RECOMMENDATION. A VOICE VOTE IS TAKEN. MOTION Passes (2-0).

OPEN BID #31-44 STONE & PROCESSED MATERIAL – HIGHWAY

Tilcon CT, Inc. of New Britain, CT submits a non-collusion affidavit and the following bids:

- ½" Washed Stone $19.87 per ton
- ¾" Washed Stone $17.36 per ton
- 3/8" Grit No Bid
3" Stone No Bid
6-10" Modified Rip-Rap $14.91 per ton
1 ¼" Processed Material $10.58 per ton
They did not submit a bid for delivery.

The Stone Construction Co. of Southbury, CT submits a non-collusion affidavit and the following bids:
½" Washed Stone $13.50
¾" Washed Stone $12.50
3/8" Grit $14.50
3" Stone $12.50
6-10" Modified Rip-Rap $13.75
1 ¼" Processed Material $ 9.50
Add per ton for delivery $4.00

JUDSON CRAWFORD MOTIONS TO ACCEPT THE TWO BIDS FOR BID #31-44 STONE AND PROCESSED MATERIAL – HIGHWAY AND REFER THEM TO THE HIGHWAY DEPT. FOR REVIEW AND RECOMMENDATION. A VOICE VOTE IS TAKEN. MOTION Passes (2-0).

Old Business

AWARD BID #31-36 FUEL GASOLINE AND DIESEL

PER THE RECOMMENDATION OF HIGHWAYS & BRIDGES, JUDSON CRAWFORD MOTIONS TO AWARD BID #31-36 TO SANTA BUCKLEY ENERGY, INC. A VOICE VOTE IS TAKEN. MOTION Passes (2-0).

AWARD BID #31-31 OFFICE SUPPLIES

PER THE RECOMMENDATION OF THE PURCHASING DEPT., JUDSON CRAWFORD MOTIONS TO AWARD BID #31-31 AS A SPLIT AWARD TO W.D. MASON AND SUBURBAN. A VOICE VOTE IS TAKEN. MOTION Passes (2-0).

Adjournment

Chairperson Mark Holden stated to adjourn the meeting due to no further business on the agenda at 7:15 p.m.

Respectfully submitted,

Karin C. Tuke

Clerk, Board of Apportionment and Taxation
Tape (1) on File with the City Town Clerk’s Office.