CITY OF SHELTON
BOARD OF APPORTIONMENT AND TAXATION
FINANCE COMMITTEE

MINUTES OF THE SPECIAL MEETING

6:30 PM MONDAY, February 14, 2008

SHELTON CITY HALL
54 HILL STREET
Room 305
SHELTON, CT 06484

Roll Call

Mark Holden, Chair, present
Judson Crawford, present
Gene Sullivan, Acting Purchasing Director

Other Person Present:

Stephen Norton
Gary Skowronski
Robin Skowronski
Patrick Morrisey
Alan Cameron
Call to Order

The meeting was called to order at 6:30 p.m. on February 14, 2008, by Chairperson Mark Holden. All those present rose and pledged allegiance to the flag.

Approval of Meeting Minutes

Judson Crawford MOTIONS TO accept the meeting minutes of the Regular Meeting Minutes from January 24, 2008. A voice vote was taken. MOTION PASSED. 2–0

Judson Crawford MOTIONED TO change the order of the agenda and move open bid#28–70 City of Shelton Money Purchase Pension Plan to second. A voice vote was taken. MOTION PASSED. 2–0

New Business

A. Open RFP # 28–65 Actuarial Consulting Services

Segal Company of Farmington, CT submits their proposal in the amount of $10,000 with the non collusion affidavit.

Millman of Windsor, CT submits their proposal in the amount of $19,000 with the non collusion affidavit.

Apex Management Group also known as Gallagher Benefit Services of Princeton, NJ
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submits their proposal in the amount of $14,000 with the non collusion affidavit

J.P. Morgan of Chicago, IL submits their proposal in the amount of 14,000 with the non collusion affidavit.

Buck Consultants of Stamford, CT submits their proposal in the amount of $15,000 with the non collusion affidavit

Aon Consulting of Radnor, PA submits their proposal in the amount of $25,000 with the non collusion affidavit

Alliance Benefit Group of Indianapolis, IN submits their proposal in the amount of $7,500 also listing a schedule of fees outside the scope services that are outlined in the original bid price for $275 per hour for consulting actuary, $140 per hour for actuarial assistant and $40 per hour for administrative assistant with inclusion of the non collusion affidavit.

Judson Crawford MOTIONED TO the seven bids received and refer them to the Finance Department under Mr. Marusic for his review and recommendation.

A voice vote was taken. MOTIONED PASSED. 2–0.

B. Open RFP #28–70 City of Shelton Money Purchase Pension Plan

Saybrook Principal of Old Saybrook, CT submits their bid in the amount of $161,918
ING Life Insurance of Windsor, CT submits their bid in the amount of $750 annual trustee services as per Chairman request the department head needs to peruse the bid for the rest of the amounts of bids with inclusion of the non collusion affidavit.

Parkwood NRS of Dublin, OH submits their proposal with the non collusion affidavit.

Mass Mutual Retirement Services of Springfield, MA submits their proposal with inclusion of the non collusion affidavit.

The Hartford of Simsbury, CT submits their proposal with the non collusion affidavit.

Principal Retirement and Investment Group of Des Moines, IA submits their proposal with a fee of $116,918 with the non collusion affidavit also.

Nationwide Retirement Services of Dublin, OH submits their proposal with inclusion of the non collusion affidavit.

Iona Retirement Corp of Washington, DC submits their proposal including the non collusion affidavit.

MetLife Resources of Somerset, NJ submits their proposal with the non collusion affidavit.

3D Asset Management of West Hartford, CT submits their proposal with the non collusion affidavit.
Judson Crawford MOTIONED TO accept the twelve proposals received and accept bids submitted to Robin Skowronski for her review and recommendation. A voice vote was taken. MOTION PASSED. 2–0

C. Open Bid #28–66 Thin Clients, Personal Laptop Computers and Printers for Board of Education

Gateway Co of North Sioux City, ND submits a no bid

Global Gov–Education of Fletcher, OH submits a no bid

HB Communications of North Haven, CT submits a no bid

Sai System of Shelton, CT submits their bid in the amount of $689,982 for option 1 and $638,615 for option 2 including the non collusion affidavit.
The Ergonomic Group of Rocky Hill, CT $610,669.50 for option 1 and broken down by section for their variations including the non collusion affidavit.

CWG of Shelton, CT submits their bid in the amount of $730,111.52 with the non collusion affidavits.

Dell Marketing LP of Round Rock, TX submits their bid in the amount of various prices per unit including the non collusion affidavit. $557 for thin client 2.1a, $5,463 for software 2.1b, $22,608.39 for switches 2.1c, $574 for 2.1d, $964 for 2.1e, $179 for 2.1f, $501 for 2.1g, $737 for 2.1h and a multiple page schedule of fees.

PC Net of Trumbull, CT submits their bid in the amount of 140,182.15 for thin clients 2.1a, for the software 2.1b is 2% over select, $26,132.82 for switches 2.1c, $264,218 for thick clients 2.1d, $142,405.90 for laptops 2.1e, $12,832.92 monitors 2.1f, $2,428.41 for color printers 2.1g, $32,131.84 for black and white printers 2.1h, with various prices on other tables with a non collusion affidavit.

Judson Crawford MOTIONED TO accept the five bids received accepted and submitted to Board of Education for their review and recommendation. A voice vote was taken. MOTIONED PASSED.
D. Open Bid # 28-67 Instructural Software for the Board of Education

A bid was lost coming from one of the bidders and recommendation of Corporation Counsel is to postpone the opening of this bid.

Judson Crawford MOTIONED TO postpone the opening of this bid until next regular meeting on recommendation of Corporation Counsel. A voice vote was taken. MOTIONED PASSED. 2–0

E. Open Bid #28-68 Apple Mac Systems for Board of Ed

Apple Malntosh Systems Inc of Austin, TX submits their bid in the amount of $21159.20 with and out assurance $20,456 without the non collusion affidavit.

MPC of North Sioux City, SD submits a no bid.

Judson Crawford MOTIONED TO reject the single bid and rebid. A voice vote was taken. MOTION PASSED. 2–0

F. Open Bid # 28–69 Street Sweeping Highways
Martins Landscaping of Waterbury, CT submits their bid in the amount of $325 per mile, hourly bases $85.00 for assisting city owned sweepers, parking lots $6,000 with the non collusion affidavit.

Pavement Maintenance Services of Bridgeport, CT submits their bid in the amount of $405 per mile, hourly bases is $113 for assisting city owned sweepers, $6,500 for school parking lots with the non collusion affidavit.

Judson Crawford MOTIONED TO accept the two bids received and refer to Mr. Bill Mooney for his review of recommendation. A voice vote was taken. MOTIONED PASSED. 2–0

G. Open Bid # 28–71 Tractor Loader Mower with Mid Mount Mower.

Howard C. Fairfield, LL of Worcester, MA is a no bid

Al Preston’s Garage of Shelton, CT submits their bid in $28144.23 with option of 1625 for rear mount aux valve used alternate tractor none available for option b with the non collusion affidavit

Joseph Martinka and Sons of Shelton, CT submits their bid in the amount of $ $26,899 with a recommendation for something with more horsepower upgrade price is various increases in cost no bid on option 2 including the non collusion affidavit
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G & H Equipment and Sales of North Haven, CT submits their bid in the amount of $29,620 including the non collusion affidavit.

Judson Crawford MOTIONED TO accept the three bids and refer them to the Board of Education for their review and recommendation. A voice vote was taken. MOTIONED PASSED. 2-0

OLD BUSINESS

A. Award Bid # 28-56 Shelton Community Center Roof

Per Mayor Lauretti’s recommendation bid # 28-56 should be awarded to Gold Seal Roofing in the amount of $270,900 with specs being met.

Judson Crawford MOTIONED TO award bid # 28-56 Shelton Community Center Roof to Gold Seal Roofing. A voice vote was taken. MOTION PASSED. 2-0
B. Award Bid #28-57 2008 Express Work Van for Board of ED

Per Kenneth LaCroix's recommendation this bid be awarded to Maritime of Fairfield, Ct in the amount of $22,487

Judson Crawford MOTIONED TO award bid #28-57 Express Work Van or Equal Board of Education to Maritime of Fairfield CT in the amount of $22,487. A voice vote was taken. MOTION PASSED. 2–0

ADJOURNMENT

Chairperson Mark Holden stated to adjourn the meeting due to no further business on the agenda at 8:30 pm.

Respectfully submitted,

Denise M. Domorod

Denise M. Domorod,
Clerk, Board of Apportionment and Taxation

Tape on File with City Clerks Office 2 sides of 1 tape.