Roll Call
Mark Holden, Chairman, present
Judson Crawford, excused
John Zikaras, Board of A&T (acting for Judson Crawford)
Gene Sullivan, Purchasing Agent, present

Others Present
James Tortora, Fire Marshal

Call to Order
Chairman Holden called the Regular Finance Meeting to order at 6:30 p.m. in Room 104 with the Pledge of Allegiance. He indicated that John Zikaras, Board of A&T, will be acting on behalf of Judson Crawford who has been excused due to work related conflicts.

Agenda Add-Ons
JOHN ZIKARAS MOTIONS TO ADD THE FOLLOWING AGENDA ITEMS UNDER OLD BUSINESS:

AWARD BID #31-70 SMALL CITIES BLOCK GRANT, GRANT WRITING & CONSULTANTS;

AWARD BID #31-74 ABOVE GROUND FUEL TANK WITH FUEL MANAGEMENT SYSTEM FOR FIRE DEPARTMENT;

AWARD BID #31-68 FUEL MANAGEMENT FOR HIGHWAYS & BRIDGES.

Approval of the Minutes
Chairman Holden stated that they would table the approval of the minutes until those who attended the meetings were available to approve them.
New Business

OPEN BID #31-77 CARPET FOR COMMUNITY CENTER (3 bidders)

Morgan Carpet & Floors of Shelton, CT submits a non-collusion affidavit and a bid of $6,850 for the first floor; $2,825 for the second floor and a total bid for the 1st and 2nd floors of $9,575.

Commercial Flooring Concepts of Windsor, CT submits a non-collusion affidavit and a bid of $7,470.08 for the first floor; $3,641.96 for the second floor and a total bid for the 1st and 2nd floor of $11,112.04.

Bartholomew Company of Hartford, CT submits a non-collusion affidavit and a bid of $6,485.00 for the first floor; $2,639.00 for the second floor and a total bid for the 1st and 2nd floor of $9,124.00.

JOHN ZIKARAS MOTIONS TO ACCEPT THE THREE (3) BIDS FOR BID #31-77 CARPET FOR THE COMMUNITY CENTER AND REFER THEM TO THE APPLICABLE DEPARTMENT HEAD FOR REVIEW AND RECOMMENDATION. A VOICE VOTE IS TAKEN. MOTION PASSES (2-0).

OPEN BID #31-78 ANNUAL MAINTENANCE OF 3 VFD BLOWERS AND 3 VFD MAIN PUMPS FOR W.P.C.P. (1 bidder)

Canfield Electric of Bethlehem, CT submits a non-collusion affidavit and check payable to the City of Shelton in the amount of $230 in lieu of a bid bond. Their bid prices are various with a contracted annual cost of $4,600.

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

JOHN ZIKARAS MOTIONS TO ACCEPT THE ONE BID FOR BID #31-78 ANNUAL MAINTENANCE OF 3 VFD BLOWERS & 3 VFD MAIN PUMPS FOR THE W.P.C.P. AND REFER THEM TO THE APPLICABLE DEPARTMENT HEAD FOR REVIEW AND RECOMMENDATION. A VOICE VOTE IS TAKEN. MOTION PASSES (2-0).

OPEN BID #31-79 – 15% SODIUM HYPOCHLORITE SOLUTION FOR W.P.C.P. (3 bidders)

JCI Jones Chemical, Inc. of Warwick, NY submits a non-collusion affidavit and a bid of 73₵/gallon with terms of net 30.

Borden & Remington Corp. of Fall River, MA submit a non-collusion affidavit and a bid of 73.74₵/gallon delivered.

Univar USA Inc. of Providence, RI submits a non-collusion affidavit and a bid of 76₵/gallon.
JOHN ZIKARAS MOTIONS TO ACCEPT THE THREE (3) BIDS FOR BID #31-79 15% SODIUM HYPOCHLORITE SOLUTION FOR W.P.C.P. AND REFER THEM TO THE APPLICABLE DEPARTMENT HEAD FOR REVIEW AND RECOMMENDATION. A VOICE VOTE IS TAKEN. MOTION PASSES (2-0).

OPEN BID #31-80 PUMP TESTING FOR FIRE DEPARTMENT (2 bidders)

Shipman’s Fire Equipment Co. Inc. of Waterford, CT submits a non-collusion affidavit and a bid of $235 per unit. They indicate that it will take two days to complete the job.

Gowens-Knight of Watertown, CT submits a non-collusion affidavit and a bid of $550 per vehicle. They indicate that the job will take 15 working days or less.

JOHN ZIKARAS MOTIONS TO ACCEPT THE TWO (2) BIDS FOR BID #31-80 PUMP TESTING FOR FIRE DEPARTMENT AND REFER THEM TO THE APPLICABLE DEPARTMENT HEAD FOR REVIEW AND RECOMMENDATION. A VOICE VOTE IS TAKEN. MOTION PASSES (2-0).

OPEN BID #31-81 – 2011 FORD F-450 4X4 REGULAR CAB WITH 9’ DUMPING RACK BODY DUAL REAR WHEELS (3 bidders)

Fords National AutoMart Inc./Motors Fleet of Ocean, NJ submits a non-collusion affidavit and a bid of $47,343 delivered.

Ray Seraphin of Rockville, CT submits a non-collusion affidavit and a bid of $46,355 with New Haven Body.

Stevens Ford of Milford, CT submits a non-collusion affidavit and a bid of $43,977.

JOHN ZIKARAS MOTIONS TO ACCEPT THE (3) THREE BIDS FOR BID #31-81 2011 FORD F-450 4X4 REGULAR CAB WITH 9’ DUMPING RACK BODY DUAL REAR WHEELS AND REFER THEM TO THE APPLICABLE DEPARTMENT HEAD FOR REVIEW AND RECOMMENDATION. A VOICE VOTE IS TAKEN. MOTION PASSES (2-0).

OPEN BID #31-82 2011 FORD F-350 4X4 REGULAR CAB WITH UTILITY BODY SINGLE REAR WHEELS (3 bidders)

Fords National AutoMart Inc./Motors Fleet of Ocean, NJ submits a non-collusion affidavit and a bid of $36,759.

Ray Seraphin of Rockville, CT submits a non-collusion affidavit and a bid of $35,313.

Steven’s Ford of Milford, CT submits a non-collusion affidavit and a bid of $32,450.

JOHN ZIKARAS MOTIONS TO ACCEPT THE 3 BIDS FOR BID #31-82 2011 FORD F-350 4X4 REGULAR CAB WITH UTILITY BODY SINGLE REAR WHEELS AND REFER THEM TO THE APPLICABLE DEPARTMENT HEAD FOR REVIEW AND RECOMMENDATION. A VOICE VOTE IS TAKEN. MOTION PASSES (2-0).
Old Business

AWARD BID #31-75 2011/2012 ANNUAL REPORT PRE-PRODUCTION

PER THE RECOMMENDATION OF THE ECONOMIC DEVELOPMENT COMMISSION, JOHN ZIKARAS MOTIONS TO AWARD BID #31-75 2011/2012 ANNUAL REPORT PRE-PRODUCTION TO Q COMPANY COMMUNICATIONS OF SHELTON IN THE AMOUNT OF $5000. SOLE BIDDER, SPECS MET. A VOICE VOTE IS TAKEN. MOTION PASSES (2-0).

AWARD BID #31-76 ANNUAL REPORT MAILING

Chairman Holden indicates that it is recommended by the EDC that this be awarded to Graphic Image. There are two parts to it - $80 for Part 2 and the wafer seal is $280. They were the low bidder and specifications were met.

PER THE RECOMMENDATION OF THE ECONOMIC DEVELOPMENT COMMISSION, JOHN ZIKARAS MOTIONS TO AWARD BID #31-76 ANNUAL REPORT MAILING TO GRAPHIC IMAGE OF MILFORD, CT. LOW BIDDER, SPECS. MET. A VOICE VOTE IS TAKEN. MOTION PASSES (2-0).

AWARD BID #31-70 SMALL CITIES BLOCK GRANT, GRANT WRITING & CONSULTING RFQ

Chairman Holden indicated that Bid #31-70 is an RFQ for the Community Development Department. It is recommended to award it to Lisa Low & Associates of Oxford, CT.

JOHN ZIKARAS MOTIONS TO AWARD BID #31-70 SMALL CITIES BLOCK GRANT, GRANT WRITING AND CONSULTING RFQ TO LISA LOW & ASSOCIATES OF OXFORD, CT. SPECIFICATIONS WERE MET. A VOICE VOTE IS TAKEN. MOTION PASSES (2-0).

AWARD BID #31-74 ABOVE GROUND FUEL TANK WITH FUEL MANAGEMENT SYSTEMS FOR THE FIRE DEPARTMENT

PER THE RECOMMENDATION OF THE FIRE DEPARTMENT, JOHN ZIKARAS MOTIONS TO AWARD BID #31-74 ABOVE GROUND FUEL TANK WITH FUEL MANAGEMENT SYSTEMS FOR THE FIRE DEPT. TO EXCAVATION TECHNOLOGIES. LOW BIDDER, SPECS MET, LOCIP FUNDED. A VOICE VOTE IS TAKEN. MOTION PASSES (2-0).

AWARD BID #31-68 FUEL MANAGEMENT FOR HIGHWAYS & BRIDGES

JOHN ZIKARAS MOTIONS TO AWARD BID #31-68 FUEL MANAGEMENT SYSTEM FOR HIGHWAYS & BRIDGES TO SCI DISTRIBUTION IN THE AMOUNT OF $10,390. LOW BIDDER, SPECS. MET. 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 6:58 p.m. The Full Board A&T Meeting will commence in five minutes.

Respectfully submitted,

Karin C. Tuke

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