Roll Call

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

Other Persons Present:

Gary Boros, Signworks Studios LLC
Fran Jones, Shelton Fire Chief
Jackie Rubiera, Safelite Auto Glass
David Sanchez, Safelite Auto Glass
Tanya Smith, Safelite Auto Glass
Jim Tortora, Shelton Fire Marshal

Call to Order

The meeting was called to order with the Pledge of Allegiance at 6:30 p.m. on August 13, 2009 by Chairperson Mark Holden.

Approval of the Minutes


Agenda Changes

JUDSON CRAWFORD MOTIONS TO ADD AGENDA ITEMS: OPEN BID #30-13 PERMANENT WAR MEMORIAL UNDER NEW BUSINESS; AWARD BID #30-17 PRINTING UNDER OLD BUSINESS. MARK HOLDEN SECONDS. A VOICE VOTE IS TAKEN. MOTION PASSED (2-0)

New Business

OPEN BID #30-18 STANDPIPE CABINET DOORS AT SHELTON HIGH SCHOOL (1 Bidder)
G. F. W. Welding of Shelton, CT submits their non-collusion affidavit and a bid of $9,200.

*Chairman’s Note: Since this is a single bidder, consider a re-bid if this is not an urgent requirement.

Gene Sullivan, Purchasing, indicated that he and James Tortora, Fire Marshal notified four vendors regarding this bidding yet they only received this one bid.

JUDSON CRAWFORD MOTIONS TO ACCEPT THE ONE BID AND REFER IT TO THE BOARD OF EDUCATION FOR REVIEW AND RECOMMENDATION. SECONDED BY MARK HOLDEN. A VOICE VOTE IS TAKEN. MOTION PASSED (2-0).

OPEN BID #30-19 VIKING FULL TRIP REVERSIBLE SNOW PLOW OR EQUAL (3 Bidders)

Park City Truck Equipment of Bridgeport, CT submits their non-collusion affidavit and a bid for PRR 1036 FE $10,175 per unit; PRR 1136 FE $7,450 per unit. They indicate a deduction of $100 will be given over four units and they would be drop shipped to the City Yard.

Henke Manufacturing Corp. of Leavenworth, KS submits their non-collusion affidavit and various bids:
- Henke 36R10 IS 10-Foot Reversible Snow Plow, Quantity 1 - $4,350
- Henke 36R10 IS 10-Foot Reversible Snow Plow, Quantity 2 - $8,700
- Henke 36R10 IS 10-Foot Reversible Snow Plow, Quantity 4 - $16,700
- Henke 36R10 IS 10-Foot Reversible Snow Plow, Quantity 6 - $24,600

Or, if changed to Henke 36R11 IS 11-Foot Reversible Snow Plow, Quantity 1 - $4,500
- Henke 36R11 IS 11-Foot Reversible Snow Plow, Quantity 2 - $9,000
- Henke 36R11 IS 11-Foot Reversible Snow Plow, Quantity 4 - $17,200
- Henke 36R 11 IS 11-Foot Reversible Snow Plow, Quantity 7 - $29,925

Additionally, they submit literature regarding applicable Henke snow plow models.

Trius, Inc of Bohemia, NY submits their non-collusion affidavit and a bid for a Highway RSF 1042 Plow $12,800/unit and a Highway RSF 1142 Plow $6,100/unit. They include snow plow model information but provide no quantity discounts.

JUDSON CRAWFORD MOTIONS TO ACCEPT THE THREE BIDS FOR BID #30-19 VIKING FULL TRIP REVERSIBLE SNOW PLOW OR EQUAL AND TURN THEM OVER TO HIGHWAYS & BRIDGES FOR REVIEW AND RECOMMENDATION. MARK HOLDEN SECONDS. A VOICE VOTE IS TAKEN. MOTION PASSED (2-0).

OPEN BID #30-20 REPLACEMENT OF WINDSHIELDS (1 Bidder)

SafeLite Fulfillment of Columbus, OH submits their non-collusion affidavit and the following bid information:
- Windshields that are 41.3% off the current NAGS list price
- Side and Back parts that are 25.3% off the current NAGS price
- Chip repairs $49.95 for the first; $10 for the second; $10 for the third on the same windshield
- 2000 Ford Crown Victoria $140.38
- 2000 Ford Navistar International 4900, 7400 and 7500 two-piece but priced separately windshield $108.68/side
- 2000 Ford Navistar International One Piece Windshield $273.95

Additionally, they provide proof of insurance.

Chairman’s Note: This is a single bidder, consider a re-bid.

JUDSON CRAWFORD MOTIONS TO ACCEPT THE ONE BID FOR BID #30-20 AND REFER IT TO HIGHWAYS & BRIDGES FOR REVIEW AND RECOMMENDATION WITH THE STIPULATION THAT A RE-BID BE CONSIDERED. MARK HOLDEN SECONDS. A VOICE VOTE IS TAKEN. MOTION PASSED (2-0).

OPEN BID #30-21 C F C REMOVAL – HIGHWAY DEPARTMENT (1 Bidder)

Tyler Heating, Air Conditioning and Refrigeration LLC of Stratford, CT submits their non-collusion affidavit and a bid $15 for the first 10 units and $13 for the remainder of the units.

Gene Sullivan indicated that multiple vendors had been contacted regarding this open bid also; however, they received only one bidder.

Chairman’s Note: This is a single bidder, consider a re-bid.

JUDSON CRAWFORD MOTIONS TO ACCEPT THE ONE BID FOR BID #30-21 AND REFER IT TO HIGHWAYS & BRIDGES WITH THE STIPULATION THAT A RE-BID BE CONSIDERED. MARK HOLDEN SECONDS. A VOICE VOTE IS TAKEN. MOTION PASSED (2-0).

OPEN BID #30-22 GRANITE FOOT STONES AND NAME PLAQUES FOR SHELTON WAR MEMORIAL (3 Bidders)

Rovelli Monuments of Danbury, CT submits their non-collusion affidavit. They submit no bids for the bronze plaques. Their bid for the granite foot stones is $18,616.

Artistic Bronze Inc. of Opa Locka, Florida submits their non-collusion affidavit and a bid for bronze plaques only at $70/each delivered.

Granite Importers, Inc. of Barre, VT submits their non-collusion affidavit and a bid of $7,744 for four pieces of granite. They are not bidding on bronze plaques. A $2,500 deposit is requested.

Gene Sullivan indicated that a 4th bid (Signworks Studios of Monroe, CT) was received at 4:15 p.m. today; however, the deadline for this bid was 4:00 p.m. and it could not be considered.
JUDSON CRAWFORD MOTIONS TO ACCEPT THE THREE BIDS RECEIVED FOR BID #30-22 AND REFER THEM TO THE WAR MEMORIAL COMMITTEE FOR REVIEW AND RECOMMENDATION. MARK HOLDEN SECONDS. A VOICE VOTE IS TAKEN. MOTION PASSED (2-0).

OPEN BID #30-13 PERMANENT WAR MEMORIAL SITE WORK (3 Bidders)

D & P Construction Inc. of Trumbull, CT submits their non-collusion affidavit and a bid of $56,000; an additional $3,200 for Alternate #1; an additional $6,000 for Addendum #3 involving trees; Alternate #2 for site lighting $5,500.

Chairman Holden notes that they have submitted a non-collusion affidavit that does not use the standard wording of the Purchasing Dept. He assumes that Legal Counsel will need to review this because it is a competitive bid.

Merritt Contractors, Inc. of Bridgeport, CT submits their non-collusion affidavit and a bid of $117,00; Alternate #1 $17,000; Alternate #2 $10,000.

Chairman Holden indicates that this bidder has also used a non-standard non-collusion affidavit.

Prindle Hill Construction of Orange, CT submits their non-collusion affidavit and a bid of $60,320.60 with no alternate bids submitted.

Chairman Holden notes that this bidder has also submitted a non-collusion form that is not the standard form used by the Purchasing Department in all Bid Packages. He believes it is probably a defect in the packet but suggests having it reviewed by Legal Counsel.

JUDSON CRAWFORD MOTIONS TO ACCEPT THE THREE BIDS, HAVE THEM BE REVIEWED BY LEGAL COUNSEL FOR VERIFICATION OF THE NON-COLLUSION AFFIDAVIT AND THEN REFER TO THE WAR MEMORIAL COMMITTEE FOR REVIEW AND RECOMMENDATION. MARK HOLDEN SECONDS. A VOICE VOTE IS TAKEN. MOTION PASSED (2-0).

Old Business

AWARD BID #30-08 PUMP TEST FIRE DEPARTMENT

Chairman Holden indicates that the Fire Department recommends awarding this contract to Shipman’s Fire Equipment Company in the amount of $165.00. They were the lowest bidder and met the specifications. Funds are available.

JUDSON CRAWFORD MOTIONS TO AWARD BID #30-08 PUMP TEST FOR THE FIRE DEPARTMENT TO SHIPMAN’S FIRE EQUIPMENT COMPANY IN THE AMOUNT OF $165.00/UNIT. THEY WERE THE LOWEST BIDDER AND MET THE SPECIFICATIONS. MARK HOLDEN SECONDS. A VOICE VOTE IS TAKEN. MOTION PASSED (2-0).
AWARD BID #30-09 APPARATUS REPAIRS FOR FIRE DEPARTMENT

Chairman Holden indicates that the Fire Department recommends splitting this award between two contractors: Items 1 & 6 to Tracy’s Garage at a rate of $65/hour and $120/axle and Items 2, 3, 4 & 5 to Gowan’s Knight at a rate of $90/hour, a 15% parts discount, a $90 pick-up and delivery charge. In both cases, bid specifications have been met and funds are available for purchase.

JUDSON CRAWFORD MOTIONS TO AWARD BID #30-09 APPARATUS REPAIRS FOR FIRE DEPARTMENT TO TRACY’S GARAGE AND GOWAN’S KNIGHT FROM ACCOUNT #2400-512.40-47 AND 2400-512.40-60. MARK HOLDEN SECONDS. A VOICE VOTE IS TAKEN. MOTION PASSED (2-0).

AWARD BID #30-11 AIR COMPRESSOR SYSTEM FOR FIRE DEPARTMENT

Chairman Holden indicates that this funding is pending, so the BOA will need to act on this before the actual purchase can go through. Per recommendation by the Fire Department, they would like to award this contract to Air Compressor Engineering in the amount $51,351. They were the low bidder and all specifications were met.

JUDSON CRAWFORD MOTIONS TO AWARD BID #30-11 AIR COMPRESSOR SYSTEM FOR THE FIRE DEPARTMENT TO AIR COMPRESSOR ENGINEERING IN THE AMOUNT OF $51,351. FUNDS ARE PENDING. MARK HOLDEN SECONDS. A VOICE VOTE IS TAKEN. MOTION PASSED (2-0).

AWARD BID #30-14 SURPLUS/SCRAP (2) CROWN VICTORIAS

Chairman Holden indicates that this is for the sale of scrap and surplus vehicles. It should be noted that one of the three vehicles actually belongs to the Valley Street Crime Unit. They have the authority to dispose of the vehicle, but they will have to pay for that one vehicle. The recommendation is to award the contract to Leveilles Auto Recycling of Somers, CT for the 2000 Crown Victoria, 1996 Nissan Pathfinder (Valley Street Crime Unit), and the 1997 Crown Victoria at $189/each for a total of $567.00.

JUDSON CRAWFORD MOTIONS TO AWARD #30-14 SURPLUS/SCRAP (2) CROWN VICTORIAS TO LEVEILLES AUTO RECYCLING IN THE AMOUNT OF $567.00. MARK HOLDEN SECONDS. A VOICE VOTE IS TAKEN. MOTION PASSED (2-0).

Chairman Holden indicates that Award Bid #30-14 also includes two Crown Victoria vehicles that are in better condition. The recommendation is to award them to Liberty Motors of Jersey City, NJ for $327/each.

JUDSON CRAWFORD MOTIONS TO AWARD BID #30-14 CROWN VICTORIAS TO LIBERTY MOTORS FOR $327.00/EACH. MARK HOLDEN SECONDS. A VOICE VOTE IS TAKEN. MOTION PASSED (2-0).

AWARD BID #30-15 SURPLUS FIRE TRUCK
JUDSON CRAWFORD MOTIONS TO AWARD BID #30-15 TO MIKE SAWKA IN THE AMOUNT OF $2,787.87. MARK HOLDEN SECONDS. A VOICE VOTE IS TAKEN. MOTION PASSED (2-0).

AWARD BID #30-17 PRINTING – PURCHASING DEPT

Chairman Holden states that this bid will be awarded to 3 different bidders.

- Funds are available and approved for purchase from General Ledger Fund #5500-3017 for 1st bidder.

JUDSON CRAWFORD MOTIONS TO AWARD BID #30-17 PRINTING TO CONNOR PRINTING FOR 5000 #10 ENVELOPES $190; 5000 #10 WINDOW ENVELOPES $215; 1000 4-PART NCR FORMS $275. ALL SPECIFICATIONS WERE MET. MARK HOLDEN SECONDS. A VOICE VOTE IS TAKEN. MOTION PASSED (2-0).

- Funds are available and approved for purchase from General Ledger Fund #5500-3017 for 2nd bidder.

JUDSON CRAWFORD MOTIONS TO AWARD BID #30-17 PRINTING TO MINUTE MAN PRESS FOR 1000 COPIES OF LETTER HEAD $30.73; 1000 RAG BOND PAPER #74.93; 1000 2-CARD NCR FORMS $128.26; 2500 PURCHASE ORDERS $64.16; 1000 3-PART FORMS $185.00. ALL SPECIFICATIONS WERE MET. MARK HOLDEN SECONDS. A VOICE VOTE IS TAKEN. MOTION PASSED (2-0).

- Funds are available and approved for purchase from General Ledger Fund #5500-3019 for 3rd bidder.

JUDSON CRAWFORD MOTIONS TO AWARD BID #30-17 TO DP PRINTING FOR BUSINESS CARDS $29/BLACK AND $39/BLUE. SPECIFICATIONS WERE MET. MARK HOLDEN SECONDS. A VOICE VOTE IS TAKEN. MOTION PASSED (2-0).

Adjournment

Chairperson Mark Holden states to adjourn the meeting due to no further business on the agenda at 7:30 p.m.

Respectfully submitted,

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