CITY OF SHELTON
BOARD OF APPORTIONMENT & TAXATION
FINANCE COMMITTEE

MINUTES OF THE REGULAR MEETING
6:30 PM Thursday, December 18, 2008
SHELTON CITY HALL
54 HILL STREET
Room 104
SHELTON, CT 06484

Roll Call

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

Other Persons Present:
Jim Tate, Tate & Associates
Michael Connors, Connors Construction, LLC

Call to Order

The meeting was called to order at 6:30 p.m. on December 18, 2008 by Chairperson Mark Holden. All those present rose and pledged allegiance to the flag.

Approval of Meeting Minutes

JUDSON CRAWFORD MOTIONS TO TABLE THE MINUTES FOR THE REGULAR MEETING OF DECEMBER 11, 2008. SECONDED BY MARK HOLDEN. A VOICE VOTE WAS TAKEN. MOTION PASSED 2-0.

Add-On

JUDSON CRAWFORD MOTIONS TO ADD-ON UNDER SECTION 4 THE AWARD OF Bid #29-37 SNOW PLOWING AND EQUIPMENT. SECONDED BY MARK HOLDEN. A VOICE VOTE WAS TAKEN. MOTION PASSED 2-0.
New Business

A. Open RFP #29-45 Printing of 2009-2010 Annual Report – 2 Bids

     Courier Printing of Deposit, NY submits their non-collusion affidavit and their bid in the amount of $11,786.
     *Chairman Note:  They show an 8 ½" x 11" size; the bid spec. was for 11" x 17" paper.  Check and verify that bid specification has been met.

     Graphic Image of Milford, CT submits their non-collusion affidavit and their bid of $11,780.

     JUDSON CRAWFORD MOTIONS TO ACCEPT THE TWO BIDS RECEIVED FOR RFP #29-45 REQUEST FOR PRINTING OF 2009-2010 ANNUAL REPORT AND REFER THEM TO THE APPROPRIATE COMMITTEE FOR REVIEW AND RECOMMENDATION. SECONDED BY MARK HOLDEN. A VOICE VOTE WAS TAKEN. MOTION PASSED 2-0.

B. Open Bid #29-46 Pre-Production of 2009-2010 Annual Report

     No bids received.

C. Open Bid #29-47 Site Clearing Work for Long Hill School Playing Fields –16 Bids

     NAC Industries of Oxford, CT submits the non-collusion affidavit and their base bid of $175,000. They intend to remove all trees 6 inches in diameter from the site.

     CATCO Construction, LLC of Bristol, CT submits their base bid of $22,500 and their non-collusion affidavit. They did not check off that they intend to remove trees larger than 6 inches in diameter from the site.

     Tri-Star Trucking of Northford, CT submits the non-collusion affidavit and their base bid of $25,300. They intend to remove all trees 6 inches in diameter and larger from the site.

     Dan Szymanski Landscaping LLC of Monroe, CT submits his non-collusion affidavit and the total bid of $10,450. All firewood to remain on site and be cut to 22 inches. He provides references also.

     Migliarese Landscape LLC of Monroe, CT submits the non-collusion affidavit and their base bid of $22,000. They intend to remove all trees 6 inches in diameter and larger from the site. They have provided a certificate of liability insurance.

     Arpino Asphalt Paving, Inc of Milford, CT submits their base bid of $13,900 and their non-collusion affidavit. They intend to remove all trees 6 inches in diameter and larger from the site. They have included a certificate of liability insurance.
David McAllister of Milford, CT submits his base bid of $24,000 and includes the non-collusion affidavit, and a certificate of liability insurance. He intends to remove all trees 6 inches in diameter or larger unless other arrangements are made.

Bob’s Landscaping, Inc. of Thomaston, CT submits his base bid of $9,700. He includes the non-collusion affidavit and intends to remove all trees 6 inches in diameter or larger.

Glatzel Excavating of New Milford submits their non-collusion affidavit and the base bid of $7,800. He indicates all firewood greater than 6 inches will remain on site.

Supreme Inc. of Harwinton, CT submits their base bid of $13,740. They intend to remove all trees 6 inches in diameter or larger. They include the non-collusion affidavit.

Connors Construction LLC of Westport, CT submits their bid of $9,800, the non-collusion affidavit, and a certificate of insurance.

Cavaliere Excavating of Norwalk, CT submits their bid of $35,000, the non-collusion affidavit, and a certificate of liability. They intend to remove all trees larger than 6 inches in diameter.

Louis Gherlone Excavating of Orange, CT submits their base bid of $27,000, and the non-collusion affidavit. He intends to remove all trees 6 inches in diameter and larger.

Don’s Landscaping of Orange, CT offers a contract in the sum of $8,400. There is no non-collusion affidavit included. They indicate that wood will be removed from site, brush will be chipped, and chips will be left.

Saugatuck Tree and Logging of Brookfield, CT submits their non-collusion affidavit, and their base bid is $5,700. They intend to remove all trees 6 inches in diameter or larger from the site. If barrier fencing is needed for this bid, it would increase their bid by $2,500.

A&M Wood Recycling & Mulch of Monroe, CT submits their non-collusion affidavit and a base bid of $7,900. They intend to remove all tree 6 inches in diameter or larger. For clarification, silt fencing is not included in the scope of work out of this contract; barrier fencing is included in the scope of work of this contract.
JUDSON CRAWFORD MOTIONS TO ACCEPT THE 16 BIDS RECEIVED FOR
BID #29-47 SITE CLEARING WORK FOR LONG HILL SCHOOL PLAYING
FIELDS AND TURN IT OVER TO THE LONG HILL SCHOOL BASEBALL
RENOVATION BUILDING COMMITTEE FOR REVIEW AND
RECOMMENDATION. MARK HOLDEN SECONDS. A VOICE VOTE IS
TAKEN. MOTION PASSED 2-0.

*RECOMMEND CONSIDERATION BY THE COMMITTEE TO LOOK AT
1. NAC INDUSTRIES BID SEEMS SO MUCH LARGER THAN THE OTHER
   BIDS.
2. BEFORE CONSIDERATION IS GRANTED, DON’S LANDSCAPING OF
   ORANGE DOES NOT INCLUDE A NON-COLLUSION AFFIDAVIT WITH
   THEIR BID.

Add-On

A. Award Bid #29-37 Snow Plowing and Equipment.

Per recommendation by Highways and Bridges to award the bid to Dean
Cawthra, General Contractor for bid of 4-wheel drive Mason Dump Truck
@$85/hour and 35,000 gross vehicle weight truck @$125/hour with City
providing the fuel. Specifications were met. Funds are approved and
available for purchase.

UPON RECOMMENDATION FROM SUPV. BILL MOONEY, JUDSON CRAWFORD
MOTIONS TO AWARD BID #29-37 SNOW PLOWING AND EQUIPMENT TO DEAN
CAWTHRA, GENERAL CONTRACTOR, WITH THE PRICES INDICATED.
SECONDED BY MARK HOLDEN. 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 7:00 p.m.

Respectfully submitted,

Karin C. Tuke
Clerk, Board of Apportionment and Taxation

Tape (1) on File with the City Town Clerk’s Office.