



**CITY OF SHELTON
BOARD OF APPORTIONMENT & TAXATION
FINANCE COMMITTEE**

**MINUTES OF THE REGULAR MEETING
6:30 PM Thursday, March 12, 2009
SHELTON CITY HALL
54 HILL STREET
Room 104
SHELTON, CT 06484**

Roll Call

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

Other Persons Present:

Hal Sorensen, City Carting Inc.
Jay Callahan, Burns Construction
Ben Perry, CT Waste Transfer
Jose Fernandes, G&H Paving LLC

Call to Order

The meeting was called to order with the Pledge of Allegiance at 6:30 p.m. on March 12, 2009 by Chairperson Mark Holden.

Gene Sullivan, Purchasing Agent reviewed the procedures for the meeting with Audience members. He indicated that no decision is made at this meeting tonight. The bids are read aloud, and anyone is welcome to come up to table after the meeting to review any documents that are there. Additionally, they could come to the Purchasing Office on the 2nd Floor during office hours (8:30 a.m. – 5:30 p.m.) to view any documentation based upon the bids. The usual procedure after opening the bids is to send them to the respective department heads for their review, consideration and to ensure that all the specs, terms and conditions have been met. Those department heads make their recommendations to the Purchasing Department.

Approval of Meeting Minutes

Judson Crawford asked for clarification on the Feb. 26th minutes in regard to the unit price for Open RFP #29-69 Bulky Waste Removal and Disposal (6 Bids accepted on 2/26/09). Gene Sullivan clarified that the proposed prices provided by the 6 bidders were for cost per container of bulky waste, not per ton. The unit/price would be the same for all bidders.

JUDSON CRAWFORD MOTIONS TO ACCEPT THE MINUTES FROM THE REGULAR MEETING OF FEBRUARY 26, 2009. MARK HOLDEN SECONDS. A VOICE VOTE IS TAKEN. MOTION PASSED 2-0.

Add-On

JUDSON CRAWFORD MOTIONS TO ADD-ON TO THE AGENDA/OLD BUSINESS TO AWARD BID #29-62 SHELTON POLICE DEPT DIGITAL IN CAR VIDEO SYSTEM. MARK HOLDEN SECONDS. A VOICE VOTE IS TAKEN. MOTION PASSED 2-0.

New Business

OPEN BID #29-74 CITY WIDE RECYCLING COLLECTION (4 Bids)

LaTella Rubbish Removal of Orange, CT submits their non-collusion affidavit, a bid bond and the proposed bid for Year 1 \$456K; Year 2 \$469K; Year 3 \$480K. Cost of individual units added after commencement of contract for Year 1 \$30; Year 2 \$3030; Year 3 \$30.

City Carting & Recycling of Stamford, CT submits their non-collusion affidavit, a bid bond and the proposed bid of Year 1 \$383,040; Year 2 \$383,040; Year 3 \$383,040. Cost of individual units after commencement of contract for Year 1 \$27.36; Year 2 \$27.36; Year 3 \$27.36.

CT Waste Transfer, LLC of Shelton, CT submits their non-collusion affidavit. They do not appear to have a bid bond for them. Their proposed bid for Year 1 \$339K; Year 2 \$349; Year 3 \$353K. Cost of individual units added after commencement of contract is \$0 for all three years.

Trash Master, LLC of East Haven, CT submits their non-collusion affidavit and a bid bond. Their proposed bid for Year 1 \$431,700; Year 2 \$444,651; Year 3 \$457,990. Cost of individual units added after commencement of contract is Year 1 \$30; Year 2 \$31; Year 3 \$32.

Judson Crawford notes that CT Waste Transfer of Shelton did not submit a bid bond with their proposed bid.

JUDSON CRAWFORD MOTIONS TO ACCEPT THE 4 BIDS FOR BID #29-74 CITY WIDE RECYCLING COLLECTION AND REFER THEM TO HIGHWAYS & BRIDGES FOR THEIR REVIEW AND RECOMMENDATION. MARK HOLDEN SECONDS. A VOICE VOTE IS TAKEN. MOTION PASSED 2-0.

Open Bid #29-75 PERMANENT PAVING OF STREET OPENINGS (5 bids)

G & H Paving LLC of Shelton, CT submits their proposed bid comprised of numerous price components. They have provided their qualifications, list of equipment owned, and a non-collusion affidavit.

Laydon Industries LLC of New Haven, CT submits their proposed bid comprised of various prices, a list of qualifications, equipment owned and a non-collusion affidavit.

Cavaliere Excavating of Norwalk, CT submits their proposed bid comprised of various prices, a list of qualifications, equipment owned and a non-collusion affidavit.

Y.B. Paving LLC of Seymour, CT submits their proposed bid comprised of various prices, a list of qualifications, equipment owned, and a non-collusion affidavit.

Burns Construction of Stratford, CT submits their proposed bid comprised of various prices, a list of qualifications, equipment owned, and a non-collusion affidavit.

**JUDSON CRAWFORD MOTIONS TO ACCEPT THE 5 BIDS FOR BID #29-75
PERMANENT PAVING OF STREET OPENINGS AND REFER IT TO BILL MOONEY,
HIGHWAYS & BRIDGES, FOR REVIEW AND RECOMMENDATION. MARK HOLDEN
SECONDS. A VOICE VOTE IS TAKEN. MOTION PASSED 2-0.**

OPEN BID #29-76 OCP LIABILITY PERRY HILL SCHOOL PROJECT (0 Bids)

Chairman Holden indicates that there are no bids received for Bid #29-76.

**OPEN BID #29-77 BUILDERS RISK INSURANCE FOR THE PERRY HILL SCHOOL
PROJECT (1 Bid)**

CIRMA of New Haven, CT submits their proposed amount of coverage as a limit including theft is \$30,364,075 quoted with a \$10K deductible; a \$10M flood limit; \$50K flood deductible; \$10M earthquake limit; \$50K earthquake deductible including clean-up and removal coverage. They also include general liability of \$1M per occurrence; \$3M aggregate with no deductible; and a \$15M umbrella policy for excess liability. The annual premium is \$27,328. They have provided the non-collusion affidavit.

**JUDSON CRAWFORD MOTIONS TO ACCEPT THE 1 BID FOR BID #29-77
BUILDERS RISK INSURANCE FOR PERRY HILL SCHOOL PROJECT AND REFER
IT TO THE PERRY HILL BUILDING COMMITTEE FOR THEIR REVIEW AND
RECOMMENDATION. MARK HOLDEN SECONDS. A VOICE VOTE IS TAKEN.
MOTION PASSED 2-0.**

**OPEN BID #29-80 HIGHWAY DEPARTMENT, BATTERIES, BRAKES, ROTORS, AND
FILTERS (4 Bids)**

Service Auto Parts of Ansonia, CT submits their bid which includes pricing for over 100 items. Chairman Holden dispenses from reading them individually. They have provided the non-collusion affidavit.

Levine Auto & Truck Parts of Danbury, CT submits their non-collusion affidavit and numerous parts/prices as well as informational brochures about the parts that they provide.

Shelton Quality Auto Parts of Shelton, CT submits their non-collusion affidavit and numerous prices for individual parts.

Southside Automotive of Shelton, CT submits their non-collusion affidavit and numerous pages of prices/parts; however, they list a total price of \$24,753.46.

JUDSON CRAWFORD MOTIONS TO ACCEPT THE 4 BIDS FOR BID #29-80 HIGHWAY DEPT. BATTERIES, BRAKES, ROTORS, FILTERS AND REFER THEM TO THE HIGHWAY DEPT. FOR THEIR REVIEW AND RECOMMENDATION. MARK HOLDEN SECONDS. A VOICE VOTE IS TAKEN. MOTION PASSED 2-0.

Old Business

AWARD BID #29-72 USED SUV'S FOR POLICE DEPARTMENT

Chairman Holden indicates that the request from Chief Hurliman is to award the bid to D'Addario Buick in the amount of \$16,500 each. Funds are approved and available for purchase. There was one other bidder, Partyka Chevrolet that withdrew their bid; their bid was higher in price.

PER THE RECOMMENDATION OF CHIEF HURLIMAN, JUDSON CRAWFORD MOTIONS TO AWARD BID #29-72 USED SUV'S FOR POLICE DEPT. TO D'ADDARIO BUICK & CO. IN THE AMOUNT OF \$16,500/EACH FROM ACCOUNT #001-6300-991-6020 (Police Vehicles). MARK HOLDEN SECONDS. A VOICE VOTE IS TAKEN. MOTION PASSED 2-0.

AWARD BID #29-73 EQUIPMENT FOR NEW 2009 PD VEHICLES

Chairman Holden indicates that the request from Chief Hurliman is to award the bid to MHQ Municipal Vehicles of West Hartford in the amount of \$17,206.50. The specifications were met, and they were the sole bidder. Funds are available and approved for purchase.

Judson Crawford inquires about the award of \$16,500/each for the previous award, because it will not leave enough in that account to cover both awards. Gene Sullivan indicates that he thinks they have an additional account with money provided from the State in which they take the award amount. Judd suggested that in the motion, they should clarify that they will award the bid; however, payment of the award will be determined by Chief Hurliman & the Mayor because there are not enough funds in the Police Vehicle account.

UPON RECOMMENDATION FROM CHIEF HURLIMAN, JUDSON CRAWFORD MOTIONS TO AWARD BID #29-73 EQUIPMENT FOR NEW 2009 PD VEHICLES TO MHQ OF WEST HARTFORD IN THE AMOUNT OF \$17,206.50. FINANCING AND PAYMENT WILL BE DETERMINED BY CHIEF HURLIMAN AND MAYOR LAURETTI. MARK HOLDEN SECONDS. A VOICE VOTE IS TAKEN. MOTION PASSED 2-0.

AWARD BID #29-62 DIGITAL IN-CAR VIDEO SYSTEM

Chairman Holden indicates that Chief Hurliman recommends that they award the contract to Watch Guard Video Company of Plano, TX in the amount of \$15,840 for 3 cars including installation. They were the only bidder that met the specifications. Funds are approved and available.

**UPON RECOMMENDATION FROM CHIEF HURLIMAN, JUDSON CRAWFORD
MOTIONS TO AWARD #29-62 DIGITAL IN-CAR VIDEO SYSTEM TO WATCH
GUARD VIDEO COMPANY OF PLANO, TX IN THE AMOUNT OF \$15,840 FOR 3
CARS INC. INSTALLATION. MARK HOLDEN SECONDS. A VOICE VOTE IS
TAKEN. MOTION PASSED 2-0.**

Adjournment

Chairperson Mark Holden stated to adjourn the meeting due to no further business on the agenda at 7:05 p.m.

Respectfully submitted,

Karin C. Tuke

Clerk, Board of Apportionment and Taxation

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