



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

**MINUTES OF THE REGULAR MEETING
6:30 PM Thursday, September 11, 2008
SHELTON CITY HALL
54 HILL STREET
City Hall Auditorium
SHELTON, CT 06484**

Roll Call

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

Other Persons Present:

Bill Banfe – Shelton BOE
Robert T. Caponi – Shelton PD
Dana Urban – Shelton BOE

Call to Order

The meeting was called to order at 6:30 PM on September 11, 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 MINUTES FOR THE REGULAR MEETING OF AUGUST 28, 2008, AND ACCEPT THEM AS SUBMITTED. A VOICE VOTE WAS TAKEN. MOTION PASSED. 2-0

Add On

**JUDSON CRAWFORD MOTIONS TO ADD ON UNDER OLD THE AWARD OF BID
#29-09 GENERAL CONTRACTING SERVICES FOR THE BOARD OF EDUCATION,
#29-20 VIBRATING ASPHALT ROLLER, #29-22 MEDICAL MONITORING SERVICES
FOR THE FIRE DEPARTMENT. A VOICE VOTE WAS TAKEN.
MOTION PASSED. 2-0**

New Business

A. Opening of RFQ # 29-27 Long Hill & Elizabeth Shelton Roof Replacement Design

CJ Lawlor Associates of West Hartford, CT submits their qualification in the amount of \$900,000 and \$1 million; their fee proposal is in the amount of \$80,000 for Elizabeth Shelton and \$85,000 for Long Hill Elementary School including the non collusion affidavit and a copy of their liability insurance certificate.

Reardon Associates of Seymour, CT submits their qualifications including the non-collusion affidavit and their liability insurance certificate. Long Hill School base contract services is \$26,818 for Elizabeth Shelton \$27,945. Total without reimbursable is \$54,763.

Hoffman Architects of Hamden, CT submits their qualifications does not include the non-collusion affidavit but does have the certificate of liability insurance. Phase I \$ 9,000 for investigation and Phase II \$ 36,000 for construction document and reimbursable expenses \$1,000 on Elizabeth Shelton. Phase I \$9,000 Phase II \$36,000 reimbursable expenses \$1,000 for Long Hill School.

Fletcher Thompson of Shelton, CT submits their qualifications and Phase I for Long Hill School \$10,000 Phase II \$26,500 for construction documents and state submission \$2,000 for bid phase and \$11,500 for construction and administration total base fee \$ 50,000 reimbursable \$5,000 excludes cost of Hazmat consultant. Elizabeth Shelton School Phase I \$10,000 Phase II construction documents state submission \$26,500 bid phase \$2,000, construction administration \$11,500 total base fee \$50,000 reimbursable \$5,000 this fee excludes the Hazmat consultant. No non-collusion affidavit in the bid.

Martine, Banassy Architects of Hamden, CT submits their qualifications including the non-collusion affidavit and a certificate of liability insurance. Elizabeth Shelton - Phase I is \$9,000 Phase II \$31,000 reimbursable expenses roofing contractor \$800 and testing lab \$300 total includes \$41,100 full design service fees. Long Hill School Phase I is \$9,000 Phase II \$31,000 reimbursable expenses roofing contractor \$800 and testing lab \$300 total includes \$41,100 full design service fees.

Salomone and Associates of Hamden, CT submits their qualification including the non-collusion affidavit and the certificate of liability insurance. Fee schedule for Long Hill School Phase I \$4,700 and Phase II \$23,700 total \$28,400. Elizabeth Shelton Phase I \$4,500 Phase II \$23,400 total \$27,900

Diversified Technology Consultants of North Haven, CT submits their qualifications including the certificate of liability insurance no non-collusion affidavit is included. Phase I \$19,500 Phase II \$59,400 total \$78,900 reimbursable fees \$950 for each school.

Hax Engineering of New York, NY submits their qualifications including the non-collusion affidavit and the certificate of liability insurance. Fees Phase I for Elizabeth Shelton is \$9,000 and \$16,00 for Phase II sub total is \$25,000 reimbursable expenses \$1,000 total fee \$26,000. Long Hill School Fees Phase I is \$9,000 and \$16,00 for Phase II sub total is \$25,000 reimbursable expenses \$1,000 total fee \$26,000.

Fryer Associates of Farmington, CT submits their qualifications including the non-collusion affidavit and the certificate of liability insurance. Fees Phase I on Long Hill School \$2,500 Phase II \$24,000 bid/state review \$ 2,500 construction administration \$6,000 subtotal of \$35,000 reimbursable expenses \$4,800 total is \$39,800. Elizabeth Shelton School Phase I \$2,500 Phase II \$23,000 construction documents bid/state review \$2,500 construction administration \$6,000 subtotal \$34,000 reimbursable expenses test cuts \$600 asbestos testing \$2,000 structural review \$1,800 progress prints \$400 total fee \$38,800.

Silver, Petruzzelli & Associates submits their qualifications including the certificate of liability insurance. Their fee schedule includes individually and both together. Schematic Design awarded both \$ 6,300 for each jobs if not \$7,150 individually. Construction document phase both \$ 6,750 each school one school \$7,700. Bid services phase both schools \$1,400 for one school \$1,600. Construction administration phase \$5,000 for both schools or individually \$5,500. Reimbursement allowance is \$500 for each school in any event. Grand totals \$19,550 per school if awarded both or individually \$22,450. Alternate fees required for Hazmat is \$2,100 each school each award category. Standard hourly rates

WJ Engineers of Shelton, CT submits their qualifications including the non collusion affidavit and the copy of the certificate of liability insurance. Elizabeth Shelton School Phase I \$8,400 Phase II Construction Documents \$16,000 Bidding Period Services \$2,500 state of Connecticut submission \$2,000 construction period services \$19,200 reimbursable expenses \$1,000 total proposed fee \$49,100. Long Hill School Phase I \$9000 Phase II Construction Documents \$18,500 bidding period services \$2,500 state of Connecticut submission \$2,000 construction period \$19,500 reimbursable expenses \$1,000 total proposed fee is \$52,500. Total combined is \$101,600.

JUDSON CRAWFORD MOTIONS TO ACCEPT THE 11 BIDS RECEIVED THEM OVER TO THE BOARD OF EDUCATION, WITH A STIPULATION THE FIRMS OF HOFFMAN ARCHITECTS, FLETCHER THOMPSON, DIVIRSFED CONSTRUCTION, HAX ENGINEERING AND SILVERLINE ASSOCIATES DID NOT SUBMIT THE NON COLLUSION AFFIDAVIT WHICH WILL BE CHECKED BY THE BOARD OF EDUCATION AND CONTACT THE PURCHASING AGENT, FOR THEIR REVIEW AND RECOMMENDATION. A VOICE VOTE WAS TAKEN. MOTION PASSED 2-0.

B. Open Bid #29-Mobile Data Terminals Police Department

Hub Systems, LLC of Alameda, CA submits their bid in the amount of \$5,757.48 per unit including the non collusion affidavit.

Glacier Computer of Amherst, NH submits their bid in the amount of \$5,499 per unit and offer a variety of options and including the non-collusion affidavit.

Marathon Computer of Farmington, MA submits their bid in the amount \$19,880 total amount for four units per unit comes to \$4,970 per unit including the non-collusion affidavit.

DataLux of Winchester, VA submits their bid in the amount of \$5,330 per unit and including the non collusion affidavit.

JUDSON CRAWFORD MOTIONS TO ACCEPT THE FOUR BIDS RECEIVED AND TURN THEM OVER TO THE POLICE DEPARTMENT FOR THEIR REVIEW AND RECOMMENDATION. A VOICE VOTE WAS TAKEN. MOTION PASSED 2-0.

C. Open Bid # 29-29 2008-2009 4Door Hybrid 4 Cylinder Vehicle for Assessors Office.

Hudson Toyota of Jersey City, NJ submits their bid in the amount of \$34,866 with changes to the spec – increase in size of cylinder engine and wheels- also including the non-collusion affidavit.

“After reviewing the request for the purchase of this vehicle, is this going to be feasible for the City of Shelton to go into a purchase of the hybrid cars. What happens with the battery if we had to dispose of the battery? What is the cost factor of this?” states Judson Crawford.

JUDSON CRAWFORD MOTIONS TO ACCEPT THE ONE BID RECEIVED AND TURN IT OVER TO THE ASSESSORS OFFICE FOR THEIR REVIEW AND RECOMMENDATION. A VOICE VOTE WAS TAKEN. MOTION PASSED 2-0.

***CHAIRMAN’S NOTE: SINGLE BIDDER CONSIDER RE-BID**

Old Business

A. Awarding of Bid # 29-00 Servers Board of Education

Per recommendation of the Board of Education is to award the bid to the Ergonomic Group, specs were met, lowest bidder at \$7,299.

JUDSON CRAWFORD MOTIONS TO AWARD BID #29-00 SERVERS BOARD OF EDUCATION TO THE ERGONOMIC GROUP IN THE AMOUNT OF \$7,299, FUNDS ARE AVAILABLE. A VOICE VOTE WAS TAKEN. MOTION PASSED 2-0.

B. Award of Bid # 29-01 Monitors for Board of Education

Per recommendation of the Board of Education is to award to SR Systems in the amount of \$38,203.68, lowest bidder meeting specs.

JUDSON CRAWFORD MOTIONS TO AWARD BID #29-01 MONITORS BOARD OF EDUCATION TO SR SYSTEMS IN THE AMOUNT OF \$38,203.68, FUNDS ARE AVAILABLE. A VOICE VOTE WAS TAKEN. MOTION PASSED 2-0.

C. Award of Bid # 29-03 Switches Board of Education

Per recommendation of the Board of Education to M & M Computers in the amount of \$10,704 bid specs were met and were the lowest bidder.

JUDSON CRAWFORD MOTIONS TO AWARD BID #29-03 SWITCHES BOARD OF EDUCATION TO M&M COMPUTERS IN THE AMOUNT OF \$10,704 FUNDS ARE AVAILABLE. A VOICE VOTE WAS TAKEN. MOTION PASSED 2-0.

D. Awarding of Bid #29-04 Projectors Board of Education

Per recommendation of the Board of Education to CDWG, lowest bidder meeting specs, in the amount of \$8,125.

JUDSON CRAWFORD MOTIONS TO AWARD BID #29-04 Projectors BOARD OF EDUCATION TO CDWG IN THE AMOUNT OF \$8,125, FUNDS ARE AVAILABLE. A VOICE VOTE WAS TAKEN. MOTION PASSED 2-0.

E. Awarding of Bid #29-15 Shelton High School Parking Area Phase I – Board of Ed

Per recommendation of the Board of Education is to award bid to Nagy Brothers Construction who were the lowest bidder and meeting specs in the amount of \$30,900.

JUDSON CRAWFORD MOTIONS TO AWARD BID #29-15 SHELTON HIGH SCHOOL PARKING AREA PHASE I – BOARD OF EDUCATION TO NAGY BROTHERS IN THE AMOUNT OF \$30,900, FUNDS ARE AVAILABLE. A VOICE VOTE WAS TAKEN. MOTION PASSED 2-0.

F. Awarding Bid #29-21 Huntington Street Sidewalks

Per Recommendation of the City Engineer, to Cavalier Excavation was the lowest bidder in the amount of \$175,948 due to a multiplication error even with this they were the lowest bidder and with excellent references.

JUDSON CRAWFORD MOTIONS TO AWARD BID TO CAVALIER EXCAVATION IN THE AMOUNT OF \$175,948. A VOICE VOTE WAS TAKEN. MOTION PASSED 2-0.

G. Award of Bid # 29-09 General Contractor Services for the Board of Education for the Perry Hill School

Per recommendation of the Board of Education to Konover Construction Company in the amount of \$34,396,040, lowest bidder and the specifications were met.

JUDSON CRAWFORD MOTIONS TO AWARD BID #29-09 General Contractor Services BOARD OF EDUCATION TO KONOVER CONSTRUCTION COMPANY IN THE AMOUNT OF \$34,396,040 FUNDS ARE AVAILABLE. A VOICE VOTE WAS TAKEN. MOTION PASSED 2-0.

H. Awarding of Bid # 29-20 Vibrator Tamden Roller

We awarding this at our last scheduled meeting but apparently the signed copy had been misplaced so we need to sign this.

I. Awarding of Bid #29-22 (Re-Bid) Respiratory Protection Medical Monitoring for the Fire Department

Per the Fire Department Recommendation is to award bid to Saint Vincents Immediate Healthcare of Shelton, CT who was the lowest bidder and meeting specifications.

JUDSON CRAWFORD MOTIONS TO AWARD BID TO SAINT VINCENTS IMMEDIATE HEALTHCARE. 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 8:00 PM.

Respectfully submitted,

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

1 tape on File with City Clerks Office both sides