



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

**MINUTES OF THE REGULAR MEETING  
6:30 PM Thursday, March 24, 2011  
SHELTON CITY HALL  
54 HILL STREET  
Room #104  
SHELTON, CT 06484**

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**Roll Call**

Mark Holden, Chairman, present  
Judson Crawford, excused  
Faith Hack, Board of A&T, present (acting for Judson Crawford)  
Gene Sullivan, Purchasing Agent, present

**Others Present**

Jay Callahan, Burns Construction  
Jennifer Corda  
Samuel Irizarry, Cocchiola Paving, Inc.  
Monte Russo, A&J Construction

**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 Faith Hack, Board of A&T will be acting on behalf of Judson Crawford who has been excused due to work related conflicts.

**Agenda Add-Ons**

**FAITH HACK MOTIONS TO ADD THE FOLLOWING ITEMS TO THE AGENDA UNDER OLD BUSINESS:**

- **AWARD BID #31-14 RECORDING SYSTEMS FOR SHELTON POLICE DEPT.**
- **AWARD BID #31-60 COMMUNICATION UPGRADE FOR SHELTON POLICE DEPT.**
- **AWARD RFQ #31-40 PROFESSIONAL ON-CALL ENGINEERING SERVICES**
- **AWARD BID #31-57 SHELTON LIFE NEWSLETTER**

**A VOICE VOTE IS TAKEN. MOTION PASSES (2-0)**

As an administrative note, Chairman Holden adds that on the agenda under New Business, the Open Bid #31-55 SHS Baseball & Practice Fields will be removed from

tonight's agenda because there was a last minute change to the specifications. The bid on that item has been extended until March 31<sup>st</sup>.

### **Approval of the Minutes**

Chairman Holden stated that they will defer action for approval of the minutes for Regular Meeting of March 10, 2011 and Special Meeting of March 15, 2011 because Judson Crawford is not present, and Faith Hack did not attend those meetings.

### **New Business**

#### **OPEN BID #31-48 CITY WIDE PAVEMENT REHABILITATION (9 bidders)**

Chairman Holden noted that there are various prices for each bid; however, he will read the total bid only and make any notification if the bidder has not bid on any particular section. Additionally, after the bids are opened, they will be available for audience members to take a look at.

A&J Construction of Brookfield, CT submits a non-collusion affidavit, a bid bond and a total bid of \$721,000.

Deering Construction Inc. of Norwalk, CT submits a non-collusion affidavit, a bid bond and a total bid of \$826,027.

Mark IV Construction Co. of Bridgeport, CT submits a non-collusion affidavit, a bid bond and a total bid of \$802,570.

Burns Construction Co. of Stratford, CT submits a non-collusion affidavit, a bid bond and a total bid of \$897,569.

Waters Construction Co. of Bridgeport, CT submits a non-collusion affidavit, a bid bond and a total bid of \$737,667.

Empire Paving Inc. of North Haven, CT submits a non-collusion affidavit, a bid bond and a total bid of \$832,240.

Cherry Hill Construction of North Haven, CT submits a non-collusion affidavit, a bid bond and a total bid of \$963,620.

Complete Construction Co. of Ansonia, CT submits a non-collusion affidavit, a bid bond and a total bid of \$777,445.

Cocchiola Paving, Inc. of Oakville, CT submits a non-collusion affidavit, a bid bond and a total bid of \$694,820.

**FAITH HACK MOTIONS TO ACCEPT THE 9 BIDS RECEIVED FOR BID #31-48 CITY-WIDE PAVEMENT REHAB AND REFER THEM TO THE HIGHWAYS & BRIDGES DEPT. FOR REVIEW AND RECOMMENDATION. A VOICE VOTE IS TAKEN. MOTION PASSES (2-0).**

**OPEN BID #31-55 SHS BASEBALL & PRACTICE FIELDS**

Chairman Holden reiterated that this bid will not be opened this evening because there has been an addendum. It will be opened on 3/31/11.

**OPEN BID #31-63 TILE RESTORATION/RESTORATIVE BONDING (0 bidders)**

No bidders.

**OPEN BID #31-65 PRE-PRODUCTION OF 2011-2012 ANNUAL REPORT (1 bidder)**

Graphic Image of Milford, CT submits a non-collusion affidavit. They did not bid on pre-production specifications. They bid on printing only, Spec. pages 4 & 5 with a total bid of \$11,280.

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

**FAITH HACK MOTIONS TO ACCEPT THE ONE BID FOR BID #31-65 PRE-PRODUCTION OF 2011-2012 ANNUAL REPORT AND REFER IT TO THE DEPARTMENT THAT SUBMITTED IT FOR REVIEW AND RECOMMENDATION. A VOICE VOTE IS TAKEN. MOTION PASSES (2-0).**

**OPEN BID #31-67 RECONDITION ENGINE OVERHAUL CATERPILLAR 920 (0 bidders)**

No bidders.

**OPEN RFQ #31-70 SMALL CITIES BLOCK GRANT PREP & ADMIN. (1 bidder)**

Lisa Low & Associates of Oxford, CT submits their qualifications for review. No non-collusion affidavit is required; this is an RFQ for qualifications only.

Chairman's Note: Single bidder, consider a re-bid.

**FAITH HACK MOTIONS TO ACCEPT THE ONE BID FOR RFQ#31-70 SMALL CITIES BLOCK GRANT PREP & ADMIN. AND REFER THEM TO THE COMMUNITY DEVELOPMENT GROUP FOR REVIEW AND RECOMMENDATION. A VOICE VOTE IS TAKEN. MOTION PASSES (2-0).**

**OPEN BID #31-71 LADDER TESTING FOR THE FIRE DEPARTMENT (1 bidder)**

Fire One of Drexel Hill, PA submits a non-collusion affidavit. Chairman Holden indicated that they have not provided a total price; the Fire Department will need to make the calculations. However, for 2011-2012 Ground Ladders are tested for \$1.63 per foot. This includes cleaning, inspecting and testing per the manufacturer's instructions and NFPA from 1932. Price includes new heat sensor and safety level labels installed on all ladders that pass and need new labels. Fire One technicians do all of the work. Their price for ground ladder testing will not exceed \$2,445. Aerial devices are tested for \$565

per device including non-destructive testing, the waterway test, and hydraulic oil analysis. They follow the NFPA Standard for 1911.

**FAITH HACK MOTIONS TO ACCEPT THE ONE BID FOR BID #31-71 LADDER TESTING FOR THE FIRE DEPARTMENT AND REFER IT TO THE FIRE DEPT. FOR REVIEW AND RECOMMENDATION. A VOICE VOTE IS TAKEN. MOTION PASSES (2-0).**

Chairman's Note: Single Bidder, please consider a re-bid.

**OPEN BID #31-72 HOSE TESTING FOR FIRE DEPARTMENT (3 bidders)**

Fire One of Drexel Hill, PA submits a non-collusion affidavit and a price for fire hose testing of 25¢ per foot regardless of diameter and includes all hose removed and tested using their own hydrostatic test machines. Total price for testing fire hose and servicing nozzles will not exceed \$10,500 each year, even if the amount of hose tested exceeds \$10,500. Chairman Holden added that they are putting on \$10,500 cap per year.

H20DWG Enterprises Inc. of Hyde Park, NY submits a non-collusion affidavit and two prices. A one-year pricing for hose testing of 21¢ per foot for a cost of \$9,2036.85. They provide a two-year contract bid which reduces it to 19¢ per foot for a total of \$8,357.15.

Fail Safe Testing Inc. of Monmouth Beach, NJ submits a non-collusion affidavit and a bid in the amount of 21¢ per foot for a total of \$9,450. That is an annual rate.

**FAITH HACK MOTIONS TO ACCEPT THE 3 BIDS FOR BID #31-72 HOSE TESTING FOR THE FIRE DEPT. AND REFER IT TO THE FIRE DEPARTMENT FOR REVIEW AND RECOMMENDATION. A VOICE VOTE IS TAKEN. MOTION PASSES (2-0).**

**Old Business**

**AWARD BID #31-49 FIRE DEPARTMENT VEHICLE MAINTENANCE**

Chairman Holden states that the recommendation from the department is to award the bid to two different bidders. Items #1 & 6 are to be awarded to Tracy's Garage of Derby, CT and Items #2,3,4 & 5 are to be awarded to Gowan's Knight of Watertown, CT. The bid specifications were met.

**PER THE RECOMMENDATION OF THE DEPT. HEAD, FAITH HACK MOTIONS TO AWARD BID #31-49 FIRE DEPARTMENT VEHICLE MAINTENANCE TO TRACY'S GARAGE (FOR ITEMS #1&6) AND TO GOWEN'S KNIGHT (FOR ITEMS #2,3,4&5). SPECIFICATIONS MET. A VOICE VOTE IS TAKEN. MOTION PASSES (2-0).**

**AWARD BID #31-50 A/C SYSTEM FOR THREE ROOMS AT THE POLICE DEPT.**

**PER THE RECOMMENDATION OF THE POLICE DEPT., FAITH HACK MOTIONS TO AWARD BID #31-50 A/C SYSTEM FOR 3 ROOMS AT THE POLICE DEPT. TO**

**EDGERTON, INC. LOW BIDDER; SPECS MET. A VOICE VOTE IS TAKEN. MOTION PASSES (2-0).**

**AWARD BID #31-53 FAIRMONT PLACE SANITARY SEWER EXT.**

**PER DEPT. HEAD RECOMMENDATION, FAITH HACK MOTIONS TO AWARD BID #31-53 FAIRMONT PLACE SANITARY SEWER EXT. TO MARK IV CONSTRUCTION OF BRIDGEPORT, CT. LOW BIDDER, SPECS MET. A VOICE VOTE IS TAKEN. MOTION PASSES (2-0).**

**AWARD BID #31-59 MAINTENANCE OF REPAIR OF HVAC EQUIP W.P.C.P.**

**PER THE RECOMMENDATION OF THE DEPT. HEAD, FAITH HACK MOTIONS TO AWARD BID #31-59 MAINT. OF REPAIR OF HVAC EQUIPMENT W.P.C.P. TO SUPERIOR SERVICE GROUP LLC. SOLE BIDDER; SPECS MET. A VOICE VOTE IS TAKEN. MOTION PASSES (2-0).**

**AWARD BID #31-14 RECORDING SYSTEMS FOR POLICE DEPARTMENT**

Chairman Holden states that a letter from the department indicates that there were 4 companies that submitted bids for the phone recording system. The lowest bidder did not comply with the bid specs. They held meetings with the next two lowest bidders. and consulted with other Police Departments for their recommendations. The difference is that DEI is installing a recording box while Cyber Tech is selling cards that would go into a server. They feel that the cards give them more flexibility with upgrading the system in the future. Therefore, they recommend the purchase of the Cyber Tech system from 20/20 Monitoring Solutions. Chairman Holden commented that, essentially, they are the third lowest bidder, but the second lowest that met the specs. It allows them to have more expansion options in the future.

**PER THE RECOMMENDATION OF THE POLICE DEPT., FAITH HACK MOTIONS TO AWARD BID #31-14 RECORDING SYSTEMS FOR POLICE DEPARTMENT TO 20/20 MONITORING SOLUTIONS. A VOICE VOTE IS TAKEN. MOTION PASSES (2-0).**

**AWARD BID #31-60 COMMUNICATION UPGRADE FOR POLICE DEPARTMENT**

**PER RECOMMENDATION OF THE POLICE DEPT., FAITH HACK MOTIONS TO AWARD BID #31-60 COMMUNICATION UPGRADE FOR POLICE DEPARTMENT TO MOTOROLA SOLUTIONS. SOLE BIDDER; SPECS MET. A VOICE VOTE IS TAKEN. MOTION PASSES (2-0).**

**AWARD RFQ #31-40 PROFESSIONAL ON-CALL ENGINEERING SERVICES**

**PER RECOMMENDATION OF THE DEPT. HEAD, FAITH HACK MOTIONS TO AWARD RFQ# 31-40 PROFESSIONAL ON-CALL ENGINEERING SERVICES TO FUSS & O'NEILL. SPECS MET. A VOICE VOTE IS TAKEN. MOTION PASSES (2-0).**

**AWARD BID #31-57 SHELTON LIFE NEWSLETTER**

Chairman Holden stated that this bid had been split into two parts for pre-production and printing. The recommendation was to award the printing to the Connecticut Post of Bridgeport, CT and the pre-production to Q Company Communications of Shelton, CT. Bid specifications were met.

**PER THE RECOMMENDATION OF THE ECONOMIC DEVELOPMENT COMMITTEE, FAITH HACK MOTIONS TO AWARD BID #31-57 SHELTON LIFE NEWSLETTER TO Q COMPANY COMMUNICATIONS FOR THE PRE-PRODUCTION AND AWARD TO THE CONNECTICUT POST FOR PRINTING. ALL 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 7:10 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.