



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

**MINUTES OF THE REGULAR MEETING
6:30 PM Thursday, April 23, 2009
SHELTON CITY HALL
54 HILL STREET
Room 104
SHELTON, CT 06484**

Roll Call

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

Other Persons Present:

Alan Cameron, BOE Finance Director
Bill Mooney, Director, Highways & Bridges

Call to Order

The meeting was called to order with the Pledge of Allegiance at 6:30 p.m. on April 23, 2009 by Chairperson Mark Holden.

Approval of the Minutes

JUDSON CRAWFORD MOTIONS TO ACCEPT THE MINUTES FROM THE REGULAR MEETING OF APRIL 9, 2009.

Agenda Changes

JUDSON CRAWFORD MOTIONS TO ADD THE FOLLOWING ITEMS TO THE AGENDA FOR OLD BUSINESS:

**Award Bid #29-70 International Truck Engines
Award Bid #29-71 New Combo Sink/Toilet for Police Department
Award Bid #29-82 Light Fixtures for Community Center Gym/Pool Area
Award Bid #29-88 Highway Department Batteries, Brakes, Rotors & Filters**

New Business

OPEN BID #29-89 BOARD OF EDUCATION STUDENT INFORMATION SYSTEM (5 Bids)

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Information Marketing Group of Farmingham, MA submits their Certificate of Liability insurance and a non-collusion affidavit. Total bid of \$42,500 (\$38,500 or \$7/student; additional costs for Custom Programming @ \$150/hr; Conversion Services costs for \$4000 Conversion Services).

Tyler Technologies Inc. of Falmouth, ME submits their non-collusion affidavit, a bid bond, and a bid consisting of various components totaling \$156,415.

Sungard Public Sector of Bethlehem, PA submits a bid bond, their non-collusion affidavit and pricing summaries including an initial bid for the 1st Year Bid of \$177,593; 2nd Year Bid \$35,512.

N.C.S. Pearson Inc. of Rancho, CA submits their non-collusion affidavit and a bid for all fees and services in the amount of \$89,614.50 with estimated ongoing costs of \$25,564.50.

Custom Computer Specialists Inc. of Hauppauge, NY submits their non-collusion affidavit and a bid including two cost proposals:

1. A 16 -week implementation schedule of \$150,793; maintenance fees after the 1st year of \$64,593.
2. Shelton's staggered implementation schedule 1st year expense of \$186,793 with maintenance fees after the 1st year of \$64,593.

JUDSON CRAWFORD MOTIONS TO ACCEPT THE 5 BIDS FOR BID #29-89 DISTRICT WIDE INFORMATION SYSTEM FOR BOE AND REFER THEM TO THE BOE FOR REVIEW AND RECOMMENDATION. A VOICE VOTE IS TAKEN. MOTION PASSED 2-0.

OPEN BID #29-90 BOARD OF EDUCATION MANAGED PRINT SERVICE (1 bid)

Flo-Tech of Middletown CT - No Bid

CT Business Systems submits their non-collusion affidavit and two proposals:

1. Replace 13 Hewlett-Packard Printers with Kyocera printers with an up front purchase price of \$9,996 or a monthly lease of \$350 with a monthly maintenance cost of \$232.25. They project that will save \$125.05/month.
2. Replace existing HP Printers with new HP Printers with an up front purchase price of \$8,904 or a monthly lease of \$318 with a monthly maintenance cost of \$303.71. They project that will save \$53.59/month.

*Chairman's Note: This is a single bidder; consider a re-bid.

JUDSON CRAWFORD MOTIONS TO ACCEPT THE BID FOR BID #29-90 AND REFER TO THE BOE FOR THEIR REVIEW AND RECOMMENDATION. A VOICE VOTE IS TAKEN. MOTION PASSED 2-0.

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OPEN BID 29-91 RESURFACING & TENNIS COURTS AND 6 BASKETBALL COURTS (2 bids)

Hinding Tennis Courts of West Haven, CT submits their non-collusion affidavit, a bid bond and various prices totaling \$73,192, but if they get all jobs concurrently, there is a 3% discount price of \$70,996.24.

| | | |
|-------------------|---------------------------------------|-----------------|
| Riverside Park | 2 tennis courts | \$ 9,233 |
| East Village Park | 4 tennis courts & 4 basketball courts | \$26,392 |
| Nike Site | 4 tennis courts & 2 basketball courts | \$29,738 |
| Sunnyside | 2 basketball courts | <u>\$ 8,229</u> |
| | | \$73,192 |

Dalton Contracting Company of Cheshire, CT submits their non-collusion affidavit, a bid bond, and a bid of \$33,013.

| | | |
|-------------------|---------------------------------------|-----------------|
| Riverside Park | 2 tennis courts | \$ 4,288 |
| East Village Park | 4 tennis courts & 4 basketball courts | \$12,915 |
| Nike Site | 4 tennis courts & 2 basketball courts | \$11,415 |
| Sunnyside | 2 basketball courts | <u>\$ 4,395</u> |
| | | \$33,013 |

JUDSON CRAWFORD MOTIONS TO ACCEPT THE 2 BIDS RECEIVED FOR BID #29-91 RESURFACING 8 TENNIS COURTS AND 6 BASKETBALL COURTS, AND REFER THEM TO RON HERRICK OF THE PARKS & RECREATION DEPARTMENT FOR REVIEW AND RECOMMENDATION. A VOICE VOTE IS TAKEN. MOTION PASSED (2-0).

Old Business

AWARD BID #29-70 INTERNATIONAL TRUCK ENGINES

Chairman Holden indicated that a letter from Bill Mooney, Highways & Bridges requests that this bid be awarded to Hines Bros. Inc. of Bridgeport, CT. They are the low bidder on both items at \$6370.24 + \$1700 Core for Item #1 and \$6811.87 + \$1700 Core for Item #2. The funds are available and approved for purchase.

PER THE RECOMMENDATIONS OF DEPT HEAD, BILL MOONEY, JUDSON CRAWFORD MOTIONS TO AWARD BID #29-70 TO HINES BROS. INC. IN THE AMOUNT OF \$6370.24 + CORE \$1700 FOR ITEM #1 AND \$6811.87 + \$1700 CORE FOR ITEM #2. FUNDS ARE AVAILABLE FROM HIGHWAYS & BRIDGES ACCOUNT#6300-99160.21. A VOICE VOTE IS TAKEN. MOTION PASSED (2-0).

AWARD BID #29-71 8 NEW COMBO SINK/TOILETS FOR THE POLICE DEPT.

Chairman Holden indicated that the Police Dept requests to award the bid to the low bidder, County Plumbing in the amount of \$25,550. Funding will come from LOCIP.

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PER THE RECOMMENDATION OF CHIEF HURLIMAN, JUDSON CRAWFORD MOTIONS TO AWARD BID #29-71 FOR 8 NEW COMBO SINK/TOILETS FOR THE POLICE DEPT. TO THE LOWER BIDDER OF 25,550, COUNTY PLUMBING. FUNDS AVAILABLE FROM LOCIP. A VOICE VOTE IS TAKEN. MOTION PASSED (2-0).

AWARD BID #29-82 LIGHT FIXTURES FOR COMMUNITY CENTER GYM & POOL AREA

Chairman Holden indicated that a recommendation has been made to award this to REXEL/CLS of Hartford, CT. They were the lowest bidder at \$6,528.89.

PER THE RECOMMENDATION, JUDSON CRAWFORD MOTIONS TO AWARD BID #29-82 LIGHT FIXTURES FOR COMMUNITY CENTER GYM & POOL AREA TO REXEL/CLS IN THE AMOUNT \$6,528.89. FUNDING WILL COME FROM LOCIP. A VOICE VOTE IS TAKEN. MOTION PASSED (2-0).

AWARD BID #29-88 BRAKES, BATTERIES, ROTORS & FILTERS FOR HIGHWAY DEPT.

Chairman Holden asked Bill Mooney to clarify that that he would like to award the contract to both Service Auto Parts & Shelton Quality Auto Parts, so that there are two options for parts. Mr. Mooney confirmed that from the audience. He asked Bill Mooney if he would check who had the better price on individual items. Mr. Mooney responded that he has their price lists but sometimes it is an issue of availability of the parts.

PER THE RECOMMENDATION OF HIGHWAYS & BRIDGES, JUDSON CRAWFORD MOTIONS TO AWARD BID #29-88 FOR BATTERIES, BRAKES, ROTORS & FILTERS TO SERVICE AUTO PARTS OF ANSONIA, CT AND SHELTON QUALITY AUTO PARTS OF SHELTON, CT. BOTH MEET THE SPECIFICATIONS. FUNDS TO COME FROM DIFFERENT LEDGER LINE ITEMS. 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 7:25 p.m.

Respectfully submitted,

Karin C. Tuke

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

Board of A&T Full Board Meeting - April 23, 2009 7:30 p.m.

*After an allowance of 30 minutes, Chairman Holden indicated that the scheduled meeting of the Board of A&T Full Board would not take place because there was not a quorum of members present.