



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

**MINUTES OF THE REGULAR MEETING
6:30 PM Thursday, June 11, 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
Paul DiMauro, Public Works Administrator
David Rednarsky, Computer Enhancements
Dana Urban, BOE Information Systems

Call to Order

The meeting was called to order with the Pledge of Allegiance at 6:40 p.m. on June 12, 2009 by Chairperson Mark Holden.

Approval of the Minutes

JUDSON CRAWFORD MOTIONS TO ACCEPT THE MINUTES FROM THE REGULAR MEETING OF MAY 28, 2009. A VOICE VOTE IS TAKEN (2-0). MOTION PASSES.

Agenda Add-On

JUDSON CRAWFORD MOTIONS TO ADD AN AGENDA ITEM TO NEW BUSINESS - AWARD BID #29-94 SCAG MOWER FOR PARKS & REC. A VOICE VOTE IS TAKEN (2-0). MOTION PASSES.

Old Business

AWARD BID #29-86 BULKY WASTE REMOVAL

Chairman Holden indicates that for the first part of this bid, there is a recommendation to award the contract to City Carting, Inc. There was a lower bidder for this section, AMEC Carting, LLC but they would not do it unless they did all the other items.

Paul DiMauro indicated that AMEC Carting had the lowest bid for bulky waste removal but there were not the lowest bidder overall. They didn't want to do just one item.

Mr. DiMauro indicated that the low overall bid was from All American Waste, if everything is lumped together; however, they were very high on the 100 yard container units. After discussions with All American, they indicated that they weren't interested in that item and it's been so noted in their contract.

Mr. DiMauro stated that he went to the next lowest bidder after AMEC and All American, and City Carting agreed to do it at \$255.00. They happen to be the same company that does their recycling now too, so that may have induced them to do that one item by itself.

Mr. DiMauro indicated that between both items, they will be saving, over a three year contract, about \$340K from what they are presently paying. These contracts will be in the works by July 1st.

The three lowest bidders, All American, AMEC Carting and City Carting were within \$45K of each other on their overall bids. The other bids did not meet specifications.

ON THE RECOMMENDATION OF PUBLIC WORKS, JUDSON CRAWFORD MOTIONS TO AWARD BID #29-86 REMOVAL & TRANSPORT OF MSW FROM TRANSFER STATION TO CITY CARTING, INC IN THE AMOUNT OF \$93,600. FUNDS ARE AVAILABLE IN ACCOUNT #001-3900714-5009. A VOICE VOTE IS TAKEN. MOTION PASSES (2-0).

Chairman Holden indicated that the next item is the balance of Award Bid #29-86, which is disposal of bulky waste, removal and transport of cardboard and light iron to the transfer station. The funds are available and approved for purchase. The recommendation is to award the contract to All American Waste, LLC. They were the low bidder for this portion.

JUDSON CRAWFORD MOTIONS TO AWARD BID #29-86 REMOVAL & DISPOSAL OF BULKY WASTE/REMOVAL & TRANSPORT OF CARDBOARD AND LIGHT IRON FROM THE TRANSFER STATION TO ALL AMERICAN WASTE, LLC IN THE AMOUNT OF \$629,165. FUNDS ARE AVAILABLE IN ACCOUNT #001-3900714-5009 AND ACCOUNT #001-3800714-8029. A VOICE VOTE IS TAKEN. MOTION PASSES (2-0).

Mr. DiMauro wanted to clarify that the numbers are estimated on a three-year contract. They actually get paid on a unit basis, so it could vary + or – but each year it's a new budget, and they revise it accordingly.

AWARD BID #29-89 STUDENT INFORMATION SYSTEM

Chairman Holden stated that the BOE recommendation is to award this contract to Infinite Campus. They were not the low bidder, but they were the bidder that came closest to meeting the specifications.

Judson Crawford commented that for this bid, all four bidders met the specifications with the percentage factors listed. Infinite Campus had a 97% rating.

JUDSON MOTIONS TO AWARD BID#29-89 STUDENT INFORMATION SYSTEM TO INFINITE CAMPUS IN THE AMOUNT OF \$186,793. FUNDS ARE AVAILABLE FROM THE BOE. A VOICE VOTE IS TAKEN. MOTION PASSES (2-0).

AWARD BID #29-90 MANAGED PRINT SERVICES

Chairman Holden indicated that this is a BOE bid with a single bidder. Their recommendation is to award the contract to that bidder, CBS.

Judson Crawford asked the BOE representatives present at the meeting if they considered going out for a re-bid.

Dana Urban, BOE, responded that he was surprised that they only received one response, because they had other companies that specifically expressed interest in this. He does not know why they chose not to respond, but other companies did approach them.

Alan Cameron, BOE Finance Director, added that this bid came in at a price they expected it to come in at when they were pricing out the service.

JUDSON CRAWFORD MOTIONS TO AWARD BID #29-90 MANAGED PRINT SERVICES TO THE FIRM, CBS, IN THE AMOUNT OF \$663/MONTH FOR 4

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YEARS. FUNDS ARE AVAILABLE FROM THE BOE. A VOICE VOTE IS TAKEN. MOTION PASSES (2-0).

AWARD BID #29-94 SCAG LAWN MOWER FOR PARKS & REC.

Chairman Holden indicated that the recommendation for the Scag Mower is to award the bid to Knight's Inc. in the amount of \$5,165. They were the lowest bidder.

Judson Crawford commented for the record, that there were two bidders – Knight's Inc. of Orange, CT and Allen Seed of Exeter, RI. Both came in with the same bid amount of \$5,165.

JUDSON CRAWFORD MOTIONS TO AWARD BID #29-94 SCAG LAWN MOWER FOR PARKS & REC IN THE AMOUNT OF \$5,165 TO THE FIRM OF KNIGHT'S INC. FUNDS AVAILABLE FROM ACCOUNT #001-6200-941.60-23. 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 6:55 p.m.

Respectfully submitted,

Karin C. Tuke

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