



PROCUREMENT COMMITTEE

Clifford J. Hurgin Municipal Center
1 School Street, Bethel, CT 06801 (203) 778-7515

MINUTES OF MEETING

Tuesday, August 3, 2010, -3:30 p.m.
Clifford J. Hurgin Municipal Center - Meeting Room "A"

PRESENT: Matthew Knickerbocker, First Selectman
Frank Ventrella, Purchasing Agent

Absent: Robert Koslowski, Interim Comptroller

Selectman Matthew Knickerbocker called the Meeting to order at 3:32 p.m.

Bid# 11-02 Boiler Renovation at R.M.T. Johnson School

Consideration and review of recommendation from Dumitru T. Petrescu, Mech. & Elect. Consulting Engineer and Andrew Morosky Town Engineer & Director of Public Works. Recommendation to the Board of Selectman, if applicable.

After review of recommendation from Andrew Morosky, Town Engineer & Director of Public Works (see attached memo). Matthew Knickerbocker made a motion, which was seconded by Frank Ventrella, to Award Bid 11-02 to Connecticut Combustion Corporation for the bid price of \$274,400.00 and forward the recommendation to the Board of Selectmen. Vote, all in favor, motion unanimously approved.

As there was no further business to come before the Procurement Committee, Matthew Knickerbocker made a motion, which was seconded by Frank Ventrella, to adjourn the meeting at 3:34 a.m. Vote, all in favor, motion unanimously approved.

Respectfully submitted,

Frank N.Ventrella, Purchasing Agent

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TOWN OF BETHEL
TOWN CLERK



DEPARTMENT OF PUBLIC WORKS
Clifford J. Hurgin Municipal Center, 1 School Street, Bethel, CT 06801
Telephone (203) 794-8549 Fax (203) 794-8767

Memo

To: Matthew S. Knickerbocker, Chairman, Procurement Committee
From: Andrew M. Morosky, P.E. *A. Morosky*
CC: Bob Kozlowski; Marty Lawlor; Frank Ventrella; File
Date: August 3, 2010
Re: Johnson School Boiler Project
Recommendation of Award

I have reviewed the bids received by the Procurement Committee on July 23, 2010 for the referenced project. Three bids were received as indicated on the bid summary.

Upon receipt of the bid documents from the Procurement Committee, I discussed the bids with Town Counsel and the Town's consultant for this project, Dumitru Petrescu, P.E., who sent a letter highlighting his concerns with the low bid from Funk Boiler Works (Funk). There were a number of irregularities and omissions in Funk's bid. Specifically, these include the following:

- 1) Funk took exception to the 90 day bid withdrawal period, changing it to a 30 day bid withdrawal period and initialed this change "R.C. 7/23/10", despite the requirements indicated on the Bid Form, Page 3 (Bid Form 3). This is specifically prohibited in the bid procedure, as described in AIA A701, Instructions to Bidders, § 4.1.6.
- 2) Funk's bid does not include the name of an individual who has sworn and attested to the conditions of the Non-Collusion Affidavit (Bid Form 6), rendering this statement incomplete and invalid. A properly completed and notarized Non-Collusive Affidavit is specifically required for bidding when utilizing public-sourced project funds, including both State of Connecticut and federal grant project funding.
- 3) Funk's bid does not include a notarized AIA Form A305 Contractor's Qualification Statement. AIA A701, Instructions to Bidders, § 4.1.1, requires that "Bids shall be submitted on the forms included in the Bidding Documents". This form and its required submission with the bid were reviewed at the project pre-bid conference, with all bidders in attendance.
- 4) Funk's Bid Form does not indicate values for Other Work, which should include demolition, rigging, concrete, painting, etc., as indicated by the other bidders.
- 5) Funk's Bid Form indicates the same value for the Electrical Work despite the fact that additional electrical work is required to be provided under Add Alternate Bid #1 and Deduct Alternate Bid #2

Based upon these omissions and irregularities, *and in fairness to the other bidders who completed the bid documents in accordance with the Instructions to Bidders*, I recommend rejecting the bid from Funk Boiler Works awarding the bid to Connecticut Combustion Corporation.

Connecticut Combustion Corporation has completed several successful boiler replacement projects in Bethel in the past few years, including the South Street Firehouse, the Rockwell School and last year's emergency project at the Berry School. Their staff has remained intact for many years, their work is always completed in a neat and professional manner and they follow up with excellent customer service. The budget for this project is sufficient to complete the work detailed in the base bid or any of the bid alternates submitted by Connecticut Combustion Corporation.

Please let me know if you have any questions regarding these recommendations.