

Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

**Board of Selectmen Agenda
Regular Meeting @ 7:00 PM
Thursday, March 19, 2015
Colchester Town Hall
Meeting Room 1**

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2015 MAR 17 AM 8:41
TOWN OF COLCHESTER

1. Call to Order
2. Additions to the Agenda
3. Approve Minutes of the March 5, 2015 Regular Board of Selectmen Meeting
4. Citizen's Comments
5. Boards and Commissions – Interviews and/or Possible Appointments and Resignations
 - a. Commission on Aging
 1. Marion Stanavage to be interviewed
 2. Wayne Mohrlein to be interviewed
6. Budget Transfers
7. Tax Refunds & Rebates
8. Discussion and Possible Action on Establishing a Tri-Board Sub-Committee for Funding of Field Maintenance
9. Discussion and Possible Action on Fire Department Pavement Services
10. Discussion and Possible Action on Fire Department Roof Replacement Contract
11. Discussion and Possible Action on Town Clerk E-360 Contract
12. Discussion and Possible Action on Colchester Dog Park Committee Pet Expo
13. Discussion and Possible Action to Approve the Flying of the Donate for Life Flag from April 17-May 1, 2015
14. Discussion on 2015-2016 Budget
15. Citizen's Comments
16. First Selectman's Report
17. Liaison Reports
18. Adjourn



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

**Board of Selectmen Minutes
Regular Meeting Minutes
Thursday, March 5, 2015
Colchester Town Hall @ 7pm**

MEMBERS PRESENT: First Selectman Stan Soby, Selectman Denise Mizla, Selectman Rosemary Coyle, and Selectman Kurt Frantzen via teleconference

MEMBERS ABSENT: none

OTHERS PRESENT: Public Works Director J. Paggioli, Registrar of Voters D. Mrowka, T. Dean Clerk, and other citizens

1. Call to Order

First Selectman S. Soby called the meeting to order at 7:02 p.m.

2. Additions to the Agenda

S. Soby asked that the following items be added to the agenda; Item #2.a. Recess to view the Board of Education presentation and resume meeting agenda upon completion of the BOE budget presentation, Item #5.b. Police Commission-Resignation of Frank Jackter, Item #14 Discussion and Possible Action on CGS §8-24 Review of WJMS/Senior Center Project, remaining items to be renumbered accordingly.

R Coyle moved to approve the addition to the agenda as presented, seconded by D Mizla. Unanimously approved. MOTION CARRIED

a. Recess to view the Board of Education presentation – recessed at 7:02 pm
Resume meeting at 8:00 pm

3. Approve Minutes of the February 19, 2015 Regular Board of Selectmen Meeting

D Mizla moved to approve the Regular Board of Selectmen Meeting minutes of February 19, 2015, seconded by R Coyle. Unanimously approved. MOTION CARRIED

4. Citizen's Comments –

Mrs. Alderman regarding outdoor wood furnaces (attached)

5. Boards and Commissions – Interviews and/or Possible Appointments and Resignations

a. Fair Rent Commission – Resignation of Kimberley Russo

D Mizla moved to accept, with regret, the resignation of Kimberley Russo as member of the Fair Rent Commission, seconded by R Coyle. Unanimously approved. MOTION CARRIED

b. Police Commission - Resignation of Frank Jackter

R Coyle move to accept, with regret, the resignation of Frank Jackter as a member of the Police Commission, seconded by D Mizla. S Soby thanked Frank for his years of being an active and engaged member.

6. Budget Transfers - none

7. Tax Refunds & Rebates

R Coyle moved to approve tax refunds in the amount of \$4248.62 to Sheila Graham, \$104.37 to Daniel Henderson, \$10 to James Sr. & Carol Jacewicz, \$3008.09 to Single Source Property Solutions, \$107.69 to Amy Dipietro & Austin Roksan Dipietro, \$2442.55 to Katie Coleman, \$194.52 to Rhonda York, \$444.59 to Daniel & Rachel Mastronunzio, \$43.41 to David Cordova Jr., \$15.36 Rossi Law Offices LTD., seconded by D Mizla. Unanimously approved. MOTION CARRIED

8. Discussion and Possible Action on Outdoor Wood Furnaces

S Soby stated that the board has done quite a bit of research and they understand the issue. The board is empathetic to the concerns but as they read through the Energy and Environmental Protection language, as well as DEEP, their standards, experience, requirement, and enforcement process would be hard for the town to replicate. There are

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TOWN CLERK

currently 13 furnaces in town that do not have a complaint listed with Planning & Zoning. The board agreed in unison that the town does not have the expertise or enforcement available to monitor. The board thanked the Alderman's for bringing the topic to their attention and bringing awareness.

9. **Discussion and Possible Action on Senior Center Exercise and Sittercize Instructor Contract**
R Coyle moved to authorize the First Selectman to sign the attached contract with Anne Beauregard, Exercise and Sittercize Instructor beginning 3/6/15 and ending 6/30/15, seconded by D Mizla. Unanimously approved. MOTION CARRIED.
10. **Discussion and Possible Action on Senior Center Zumba Gold Instructor Contract**
K Frantzen moved to authorize the First Selectman to sign the attached contract with Donna Chalmers, Zumba Gold Instructor, beginning 3/6/2015 and ending 6/30/2015, seconded by D Mizla. Unanimously approved. MOTION CARRIED.
11. **Discussion and Possible Action on Senior Center Yoga Instructor Contract**
K Frantzen moved to authorize the First Selectman to sign the attached contract with Susan McCaffrey, Yoga Instructor, beginning 3/6/2015 and ending 6/30/2015, seconded by R Coyle. Unanimously approved. MOTION CARRIED.
12. **Discussion and Possible Action on Historic Preservation Grant**
R Coyle moved to authorize the First Selectman to designate Gayle Furman, Town Clerk as the agent for making the application for the Targeted Grant FY 2016 for the Historic Documents Preservation Program, seconded by D Mizla. Unanimously Approved. MOTION CARRIED.
13. **Discussion and Possible Action on First Selectman Mailing**
D Mizla moved to approve the lease of a new Pitney Bowes mailing machine for the period May 1, 2015 through May 1, 2020 and authorize the First Selectman to sign all necessary documents, seconded by R Coyle. Unanimously Approved. MOTION CARRIED.
14. **Discussion and Possible Action on CGS §8-24 Review of WJJMS/Senior Center Project**
R Coyle moved to resolve that the Board of Selectmen refer to the Planning and Zoning Commission of the Town of Colchester the following project for a recommendation pursuant to the provisions of Section 8-24 of the General Statutes of Connecticut, Revision of 1958, as amended: The William J. Johnston Middle School Project at the site of the existing William J. Johnston Middle School at 360 Norwich Avenue, including renovations and additions to the middle school, renovations to the Office of Pupil Services, and renovations to the existing gymnasiums, substantially as described in the "WJJ Middle School Study" dated February 5, 2015. The building committee established for the project shall be authorized to determine the scope and particulars of the project and to reduce or modify the scope of the project, and the entire appropriation may be expended on the project as so modified or reduced. The appropriation may be spent for design and construction costs, testing and permitting costs, relocation costs, demolition and installation costs, equipment, furnishings and fixtures, materials, land and easement acquisition, site improvements, utilities, engineering fees, management costs and fees, legal fees, net interest on borrowings and other financing costs, and other expenses related to the project or its financing, seconded by K Frantzen. Unanimously Approved. MOTION CARRIED.
15. **Discussion and Possible Action on 2015-2016**
S Soby reported that the presentation went well. Funds have been put away to maintain effort on capital improvements and roads so that we don't slide behind. Department heads did a good job along the way by presenting ahead to the Board of Finance. The higher level presentation was a good review. K Frantzen mentioned that a graph showing over the last 15-20 years on the number of personnel that are employed by the town might benefit the public understanding. Starting on the 9th of March there will be a public hearing and Board of Finance workshops. If there are adjustments to be made to the proposed budget it will be ready by the 18th at the next Board of Finance meeting.
16. **Citizen Comments**
D Mrowka, registrar, mentioned that both registrars will be going to the hearing for GAE, looking for Town Clerks and Selectmen to send a letter opposing the one appointed registrar in a proposed bill. S Soby has submitted the letter. R Coyle commented that this is a radical changed based on one specific issue and location.

R Coyle moved that Colchester Board of Selectmen oppose the one appointed registrar in the proposed bill, seconded by D Mizla. Unanimously Approved. MOTION CARRIED.
17. **First Selectman's Report**
Crews continue to do amazing work with the snow; Department heads did a great job on the budget process, particularly Maggie Cosgrove and Tricia Dean for putting together the budget book; Food Hub and United Way have grant funding

for a feasibility study. Advisors have done forty food hubs across the country since 2009. School café facility can do distribution on a decentralized basis. Real potential and see what they come up with in terms of feasibility; Generosity of people is amazing, Freezin for a Reason collected \$10,600. That was the highest collection since they started. Raised \$42,000 in six years.

18. Liaison Reports

D Mizla reported on Park & Recreation – no egg hunt for dogs in April, will incorporate it in the Pet Expo on May 3rd. Discussion came up regarding dogs at the park and rec field R8, since there are only six football games it would make it difficult to post and enforce. Summer concerts on the green have been scheduled for every Thursday, July 2nd through the 30th; Youth Services Advisory Board – Community Conversation will take place 3/25 to discuss opiates for parents and grade 6-12th students at Bacon. Summer Palooza will be June 13th.

R Coyle reported on Commission on Aging – Special meeting to discuss strategies to get their message out. No quorum. Will have a series of letters in the Rivereast; Building Committee – Planning an outreach program to get the message out, will finalize at the next meeting. Tours at WJJMS to be conducted for the public, a virtual tour will be available as well online.

19. Discussion and Possible Action on Tentative Agreement

R Coyle moved to approve the tentative agreement for Local 1303-254 of Council 34, seconded by D Mizla. Unanimously approved. MOTION CARRIED.

24. Adjourn

D Mizla moved to adjourn at 9:07 p.m., seconded by K Frantzen. Unanimously approved. MOTION CARRIED.

Respectfully submitted,

Tricia Dean, Clerk

March 4, 2015

Mr. Soby and the Board of Selectman,

Some points regarding our request to ban Outdoor Wood Burning Furnaces:

We are asking only to ban new furnaces not close down existing furnaces.

The minutes from the last meeting state that we are asking to ban OWF because of the effect they have had on our health. This is certainly true but they are bad for everyone's health and harmful to the environment. There are emails constantly to Environmental and Human Health in New Haven about the hazards of living in range of these burning appliances.

Lastly there seems to be questions regarding this issue. Is there anyway we can help by providing or finding answers.

Thank you,

Neal and Dorothy Alderman
106 West Rd.

860 537-6325

Town of Haddam, CT
Middlesex County

			Enter search term...	Submit
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6 results for: Wood burning furnaces

Chapter 270: ZONING

Code

Relevance

270-7{75} OUTDOOR WOOD-BURNING FURNACE

... or other means, through the **burning** of **wood** or solid waste, for heating ... water. "Outdoor wood-burning **furnace**" does not include a fire pit, ... uses: Outdoor wood-burning **furnaces** are prohibited in all zones ...

ZONING > Definitions and Word Usage > Definitions.

burning.....	1
furnace.....	2
furnaces.....	1
wood.....	1

Banned since 12-1-2007



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

DATE: Jan. 13, 2015

BOARDS & COMMISSIONS APPLICATION

Name: Marion C. Stanavage

Address: [redacted] Stanavage Rd., P.O. 907 Colchester, CT. 06415

Home Phone: [redacted] Email: [redacted] FAX: [redacted]

Work Phone: [redacted] Email: [redacted] Town Residency 66 Years

Party Affiliation: Democrat Republican Unaffiliated (circle one)

Commission or Board you are interested in serving on: Commission on Aging

Educational Background: List name and location of school, # of years attended, Subjects/Major, Did you graduate?

High School: Bacon Academy 1950-1954 4 yrs. College course also had 1st 2 yrs Business course.

College: Eastern Conn. State University - graduated BS 1958
" " " " " MS 1978
University of Conn. 6th yr. 1982

Trade, Business Or Correspondence School: Teacher grades 1-6 certificate
Attended Officer Candidate School Quantico, Va. Marine Base - 1957 graduated as 2nd Lieutenant

Work Experience: List length of employment, name and address of employer, position & reason for leaving:

Pratt Whitney - typist - summer job - left to attend college 1952
Schuster Co. Filing (Salem Ct.) " (2nd child) " " 1953
Teacher 1st grade - Hebron - was pregnant had to leave for that reason.
Real Estate Broker 1970-72 - left to raise 6 children.
Oakdale Hardware + Stanavage Const + Modular Homes - family business 1970-1980

Real Estate Rentals - 1970 - (now)
Trustee to Daniel Stanavage Trust 1994 - to present
Are you capable of making the commitment of time necessary to serve on this Board of Commission? yes - (sold bus. husband died 47 yrs old)

Why are you interested in serving? I would like to improve the conditions of the elderly and aging within the Town of Colchester, especially in the areas of nutrition, health and transportation. Also, listen attentively to the everyday needs + conditions of seniors I come in contact with so I can be of some help, if possible.

Do you have any experience or familiarity with this area? I have lived here 66 yrs. My 6 children all attended school in Colchester. My grand mother came here in 1909 when my mother was born. Her godmother was John Fedus's (Town Clerk) mother, who lived on Main St. When I moved here there were 2000 people in Colchester, the Cragen Memorial Library was my favorite place to read books. also the General store at Merchants Row (read magazines)

If you are not appointed to this board or commission, would you be interested in other forms of public service?
Which ones? I don't know at this time.

Date: Jan. 13, 2015

Signature: Marvin C. Stanavage

Commission on Aging-7 Members, 2 Alternates, 3 year terms

<i>Position</i>	<i>Name</i>	<i>Party</i>	<i>Phone</i>	<i>E-mail</i>	<i>Expiration Date</i>
Chair	Gary Siddell	D			12/1/2015
Member	Rose Levine	D			12/31/2015
Member	Robert Gustafson	D			12/1/2017
Member	Goldie Liverant	D			12/31/2016
Member	VACANT				12/1/2017
Member	Jean Stawicki	D			12/1/2015
Member	VACANT				12/31/2016
Alternate	Susan Choma	D			12/31/2016
Alternate	VACANT				12/1/2015
Clerk	Michelle Komoroski	n/a			

Commission on Aging



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

DATE: March 9, 2015

BOARDS & COMMISSIONS APPLICATION

Name: Wayne T. Mohrlein

Address: 136 Elm Street Colchester, CT. 06415

Home Phone: 860-334-1853 Email 1mohr@att.net FAX: 860-537-8369

Work Phone: 860-537-9611 Email _____ Town Residency 35 Years

Party Affiliation: Democrat Republican Unaffiliated (circle one)

Commission or Board you are interested in serving on: Commission on Aging

Educational Background: List name and location of school, # of years attended, Subjects/Major, Did you graduate?

High School: Bacon Academy Class of 1997

College: Briarwood College (Southington, CT) Class of 1999 (A.A.S. in Mortuary Science {with Honors})

Trade, Business
Or Correspondence
School _____

CONTINUED ON REVERSE SIDE

Work Experience: List length of employment, name and address of employer, position & reason for leaving:

Licensed Embalmer/Funeral Director / General Manager - 19 years and counting
Aurora-McCarthy Funeral Home (Colchester)

Are you capable of making the commitment of time necessary to serve on this Board or Commission? YES

Why are you interested in serving? Through my work as a funeral director, I work with countless seniors, either at the time of loss or in the preplanning stages. During those conferences, I am privy to many accounts of issues that concern and affect their lives. I feel that I could be an asset to the Commission by having an opportunity to bring those concerns to light and work toward a solution.

Do you have any experience or familiarity with this area? As a funeral director, we are trained in Psychology, Sociology and Death and Dying, all with a fair concentration concerning dealing with the senior population. With nearly 20 years of real-life experience, listening, counseling (to an extend) and guiding them through not only the death of a loved one, but to offer direction with concern to support groups, survivor benefits and the like.

If you are not appointed to this board or commission, would you be interested in other forms of public service?


Which ones? We will contemplate crossing that bridge if it presents itself.

Date: March 9, 2015

Signature:

Wayne P. Mohrleco

Town of Colchester Interoffice Memorandum

To: Stan Soby, First Selectman
From: James Paggioli, L.S., Director of Public Works 
CC:
Date: 03-12-2015
Re: RFP 2015-01 Fire Department Pavement Services- Contract Recommendation

Responses for the RFP #2015-01 Fire Department Company One Pavement Services were received and opened on February 24, 2015. The general description is the milling of 4" of deteriorate surface pavement from the front ramp area, and repaving with 4" of Class I Bituminous pavement. The scope of the job is approximately 1000 Sq. yards. of area.

Responses were as shown on the attached Bid Results sheet.

The apparent low bidder for the project is B & W Paving and Landscaping, LLC from Waterford, CT with a bid price of \$34,500. The only local vendor that would qualify under the Purchasing Policy Local Vendor Consideration (Section B.5.) was Annelli Paving from Colchester, CT however their bid of \$36,800 is 6.67% higher than the low bid, and therefor beyond the 5% limit required in the Purchasing Policy.

References were contacted; Windham had very favorable reports and noted that they had contracted with B & W for the exact same scope of work (mill and pave of a Windham Fire Dept. apron) as the Town of Colchester Project. The Town of Manchester had a good recommendation for the scope of work for the Town of Colchester project. East Hartford and Groton also reported no issues with the company.

Contact was made with the bidder and they are willing to provide the required certificates of insurance and bonds at this point and are looking forward to conducting the project. The scheduled dates for the asphalt plants to open for the season is likely to be the second week of April.

Based upon the submitted bids, Purchasing Policy of the Town of Colchester, and reference checks conducted; I would recommend the award of RFP 2015-01 Fire Department Company One Pavement Services be made to B & W Paving and Landscaping, LLC and that the First Selectman be authorized to enter into a contract and sign all necessary documents to conduct the work.

Proposed Motion: Hereby award the bid RFP 2015-01 Fire Department Company One Pavement Services to B & W Paving and Landscape, LLC and authorize the First Selectman to enter into a contract, and sign all necessary documents, in accordance with the RFP 2015-01 Fire Department Company One Pavement Services with B & W Pavement and Landscaping, LLC for the bid price of \$34,500.

RFP 2015-01 Fire Department Pavement Services

Bid Opening February 24, 2015 2:00pm

Colchester Town Hall

Bid Results

Open #	Bidder	Address	Unit Price SY	Estimate Total 1000 SY
1	S&S Asphalt Paving, Inc	PO Box 429, Southbury, CT	\$42.90	\$42,900
2	Waters Construction Co.	300 bostwick Ave. Bridgeport, CT	\$36.73	\$36,730
3	YB Paving, LLC	46 Skokorat St. Seymour, CT	\$60.00	\$60,000
4	Comer Contracting, Inc	1112 Farmington Ave. Farmington, CT	\$37.33	\$37,330
5	JV III Construction, Inc.	103 Dividend Road, Rocky Hill, CT	\$36.49	\$36,490
6	B&W Paving & Landscaping, LLC	70 Foster Road, Waterford, CT	\$34.50	\$34,500
7	Anelli Paving, LLC	448 New London Road, Colchester, CT	\$36.80	\$36,800

Town of Colchester
And
Colchester Public Schools
127 NORWICH AVENUE, SUITE 201 & 202
COLCHESTER, CT., 06415-1260

Stan Soby
First Selectman

(860) 537 - 7220
FAX: 537 - 0547

Jeff Mathieu
Superintendent of Schools

(860) 537 - 7260
FAX: 537 - 1252

AGREEMENT

THIS AGREEMENT made this _____ day of March, 2015, by and between B&W Paving and Landscaping, LLC, herein after called the "Contractor", and the Town of Colchester.

WITNESSETH, that the Contractor and the Town of Colchester for the bid sum of Thirty Four Thousand Five Hundred (\$ 34,500.00) and considerations stated herein mutually agree to provide for pavement services as described in RFP 2015-01 Fire Department Company One Pavement Services and submitted response by the contractor. :

Article 1. Statement of Work. The Contractor shall furnish all supervision, technical personnel, labor, materials, machinery, tools, equipment and service, including utility and transportation service, and perform and complete in an efficient and workmanlike manner all work required for the pavement services in strict accordance with the Contract Documents, including all Addenda, thereto, all as prepared by the Town of Colchester.

Article 2. The Contract Price. The Town of Colchester will pay the Contractor for the performance of the Contract in current funds for the total quantities of work performed at the unit prices or lump sum prices stipulated in the Bid for the several respective items of work completed subject to additions and deductions as provided in the section.

Article 3. Contract Documents: The executed contract documents shall consist of the following:

- | | |
|---------------------------|-----------------------------|
| a. This Agreement & Bonds | g. Supplemental Conditions |
| b. Addenda | h. Special Provisions |
| c. Invitations for Bids | i. Technical Specifications |
| d. Instruction to Bidders | j. Drawings |
| e. Signed Copy of Bid | k. Notice of Award |
| f. General Conditions | |

THIS AGREEMENT, together with other documents enumerated in this Article 3, which said other documents are as fully a part of the Contract as if thereto attached or herein repeated, form the Contract between the parties thereto. In the event that any provision in any component part of this Contract conflicts with any other component part, the provision of the component part first enumerated in this Article 3, shall govern, except as otherwise specifically stated.

Town of Colchester
And
Colchester Public Schools
127 NORWICH AVENUE, SUITE 201 & 202
COLCHESTER, CT., 06415-1260

Stan Soby
First Selectman

(860) 537 - 7220
FAX: 537 - 0547

Jeff Mathieu
Superintendent of Schools

(860) 537 - 7260
FAX: 537 - 1252

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in four (4) original copies on the day and year first above written.

Attest: _____
(Contractor)

By: _____
(Name)

(Title)

TOWN OF COLCHESTER

Attest _____
By: _____
(Name)

(Title)

Certification of Corporate Contractor

I, _____, certify that I am the _____ of the corporation named as Contractor herein; that _____ who signed this Agreement on behalf of the contractor, was then _____ of said corporation; that said Agreement was duly signed for and on behalf of said corporation by authority of its governing body, and is within the scope of its corporate powers.

Corporate
Seal

(Signature)

(Corporation)

Town of Colchester
And
Colchester Public Schools
 127 NORWICH AVENUE, SUITE 201 & 202
 COLCHESTER, CT., 06415-1260

Stan Soby
 First Selectman

(860) 537 - 7220
 FAX: 537 - 0547

Jeff Matthieu
 Superintendent of Schools

(860) 537 - 7260
 FAX: 537 - 1252

RFP #2015-01
BID FORM

BIDDERS: COMPLETE ALL INFORMATION REQUESTED BELOW. BIDDER MUST SIGN BID FORM.

COMPANY NAME & ADDRESS: B&W Paving & Landscaping LLC
70 Foster Rd
Waterford CT 06385

TELEPHONE #: 860 - 572-9442

FAX #: 860 - 530-5833

EMAIL: jgm@bandwpaving.com

REPRESENTED BY: James Wray member
 (Name & Title)

INSTRUCTIONS: *The undersigned, attesting to be a duly authorized representative of the Bidder, having familiarized himself/herself with the existing conditions of the school and Specifications contained herein affecting the cost of the work, hereby proposes to furnish the Town of Colchester / Colchester Public Schools with all supervision, technical personnel, labor, materials, equipment, tools, appurtenances, permits, fees and services required to perform and satisfactorily complete the work specified, in accordance with said Specifications, for the sums as indicated below.*

<u>Item #</u>	<u>Description</u>	<u>Price for Item</u>
1A and 1B	Unit Price per Square Yard for Milling of 4" of Bituminous Pavement and Repaving with 4" of Bituminous Pavement.	<u>34.50</u>
Estimated Total price based upon 1000 Square Yards of work area =		<u>34,500.00</u>

B&W Paving & Landscaping LLC
 Bidders Name (print) _____
70 Foster Rd Waterford CT 06385
 Bidders Address: _____
860-572-9442
 Bidders Phone _____
[Signature]
 Authorized Signature _____
860-530-5833
 Bidders FAX _____

**STATE OF CONNECTICUT
DEPARTMENT OF CONSUMER PROTECTION**

165 Capitol Avenue ♦ Hartford Connecticut 06106

Attached is your Major Contractor Registration. This registration is not transferable. Questions can be directed to the Occupational & Professional Licensing Division at (860) 713-6135 or email at dep.occupationalprofessional@ct.gov.

Visit our web site at www.ct.gov/dep to verify licensure and download applications.

**B & W PAVING & LANDSCAPING LLC
70 FOSTER RD
WATERFORD, CT 06385-1206**

STATE OF CONNECTICUT
DEPARTMENT OF CONSUMER PROTECTION

MAJOR CONTRACTOR
B & W PAVING & LANDSCAPING LLC
70 FOSTER RD
WATERFORD, CT 06385-1206

LIC. / REG NO. MCO.0903256	EFFECTIVE 07/01/2014	EXPIRES 06/30/2015
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SIGNED



STATE OF CONNECTICUT ♦ DEPARTMENT OF CONSUMER PROTECTION

Be it known that

**B & W PAVING & LANDSCAPING LLC
70 FOSTER RD
WATERFORD, CT 06385-1206**

is certified by the Department of Consumer Protection as a

MAJOR CONTRACTOR

Registration # **MCO.0903256**

Effective: 07/01/2014

Expiration: 06/30/2015

William M. Rubenstein
William M. Rubenstein, Commissioner



References

Whiting Turner Construction Co. Travis LeFebvre	195 Church St., 16th FL. New Haven, CT 06510 203-789-8700
Allstates Asphalt Bruce Paige	127 Attawaugan Crossing Rd. Dayville, CT 06241 860-774-7550
The Nutmeg Companies Evert Gawendo	31 New London Tpke. Norwich, CT 06360 860-823-1780
Mizzy Construction Co., Inc. Grant Gorczyca	463 East St. Plainville, CT 06062 860-793-2289
Richards Corporation Jeff Levins	72 N. Harwinton Ave. Terryville, CT 06786 860-583-9229
BCI, Inc. Robert Jacobsen	848 Marshall Phelps Rd. Windsor, CT 06095 860-688-8024
Town of Lebanon Thomas Conley	569 Exeter Rd. Lebanon, CT 06249 860-642-7565
CT Property Engineering Timothy Wentzell	630 Governor's Highway South Windsor, CT 06074 860-289-8121
Town of Southhold, NY William Ridgeway	bill@r3info.com Fishers Island, NY

Current & Completed Projects

HRW Paving & Landscaping LLC
Updated: 31 December 2014

Start or Contract Date	Completion Date	Project/Contract Description	% Work by Own Forces	Contract Amount	% Completion	Location of Actual Work Performed	Project Contact Information
4/1/2015 Start	05/30/15	Parking Lot Improvements at Franklin Park-East & West: clearing/grubbing, grade & pave; replace sidewalks	100%	\$266,034	0%	Vernon, CT	Vernon Housing Authority 21 Court Street Vernon, CT 06066 Jeffrey Arn, Exec. Director jeffa@vernonhousing.org 860.871.0886 x23 Town of Montville Public Works Department 225 Maple Avenue Uncasville, CT 06302 Donald Bourdreau, Jr 860.848.7473 dbourdreau@montville-ct.org
11/25/14	TBD	Raymond Hill & Lynch Hill Roads Intersection Drainage Improvements: general excavation, clearing & grubbing, subbase, paving & grading, traffic control, guardrails, landscaping	100%	\$74,808	0%	Montville, Ct	Town of Montville Public Works Department 225 Maple Avenue Uncasville, CT 06302 Donald Bourdreau, Jr 860.848.7473 dbourdreau@montville-ct.org
11/17/14	09/30/2015 Scheduled Completion Date	Sanitary Sewer Extension in the Area of Kirtland & River Streets: extension of gravity sanitary sewer pipeline, 2,800 LF 6" PVC pipe, 10,000 LF 8" PVC pipe, 64 manholes, (2) submersible pump stations, 2,200 LF 4" PVC Force Main	90%	\$9,609,985	0%	Deep River, CT	Town of Deep River 174 Main Street Deep River, CT 06417 Warren Donligo, Project Mgr wdonligo@cardinal-engineering.com 203.238.1960
10/06/14	5/15/2015 Scheduled Completion Date	Renovations to Chatham Acres: Site Improvements #13-1008: general excavation, install reinforced concrete sidewalks & curbing	100%	\$188,250	0%	East Hampton, CT	East Hampton Housing Authority Governor Bill O'Neill Drive East Hampton, CT 06424 Rick Lawrence, MA rlawrence@draws.com 860.644.8300 x126
09/26/14	9/30/2015 Scheduled Completion Date	Seasonal Pavement Restorations: South Central CT Regional Water Authority: Trench repair of 40,000 SY	100%	\$1,120,000	0%	New Haven, CT	S. Central CT Regional Water Authority 90 Sargent Drive New Haven, CT 06511-5966 203.562.4020
09/15/14	06/22/2015 Scheduled Completion Date	Thompson Road Water Main Replacement Phase 1:	95%	\$637,978	40%	Manchester, CT	Town of Manchester 494 Main Street, PO Box 191 Manchester, CT 06045 Mark Czeropuszko, Chief Construction Inspector 860.647.5211 City of Groton 295 Worldlan Street Groton, CT 06340 860.446.4164 William Lewis, Project Engineer lewisw@yourservice.com
08/28/14	11/10/2014	Thames St. Rehabilitation Storm Drainage Trunk Line #ADD ALT 1-2014:	95%	\$984,660	100%	Groton, CT	City of Groton 295 Worldlan Street Groton, CT 06340 860.446.4164 William Lewis, Project Engineer lewisw@yourservice.com
		3/12/15 CALLED 12:50 PM " 4:15 - NO PROBLEMS / Mostly Traffic Near Paved Road.					
09/15/14	04/10/2015 Scheduled Completion Date	Hillstown Road Reconstruction: fine grade and pave	100%	\$642,966	85%	Manchester, CT	Town of Manchester 494 Main Street, PO Box 191 Manchester, CT 06045 Mark Czeropuszko, Chief Construction Inspector Town of Killingly 172 Main Street, PO Box 6000 Danielson, CT 06239 David Capacchione, P.E. 860.779.5360
08/18/14	12/18/2014	Cottage Street Sewer Improvements	95%	\$373,921	100%	Killingly, CT	Town of Killingly 172 Main Street, PO Box 6000 Danielson, CT 06239 David Capacchione, P.E. 860.779.5360
09/07/14	11/30/2014	Paulding Hill Road Reconstruction: full depth reclamation and repaving 9,300 LF; associated drainage improvements	100%	\$953,009	100%	Sprague, CT	Town of Sprague 1 Main Street Ratle, CT 06330 Kyle Hubbard, P.E. 860.886.1966
05/15/14	10/29/2014	The Residence at Avon: fine grade and pave 3,000 SY; topped curbing	100%	\$116,475	100%	Avon, CT	ICI, Inc. dba Butler Company 840 Marshall Phelps Road Windsor, CT 06095 860.688.8024

Current & Completed Projects

B&W Paving & Landscaping LLC
Updated: 31 December 2014

Start or Contract Date	Completion Date	Project/Contract Description	% Work by Own Forces	Contract Amount	% Completion	Location of Actual Work Performed (Town, State)	Project Contact Information
04/01/14	10/02/2014	East Hartford Town Hall Parking Lot: clearing, grubbing, reclamation, paving, catch basins, trench system, curbing, sidewalks, landscaping	90%	\$568,128	100%	East Hartford, CT	Town of East Hartford Public Works Department 740 Main Street East Hartford, CT 06108 Douglas Wilson, P.E. City of Hartford 550 Main Street, Room 100 Hartford, CT 06103 860.757.9785
03/21/14	TBD	Hartford Intermodal Triangle Bushnell Park North: curbing/catch basins; drainage; paving; traffic signal installation; landscaping	80%	\$10,217,753	17%	Hartford, CT	
01/07/14	11/07/2014	Dranford Green Pedestrian Access: F/I 5,550 SF concrete paver sidewalk	100%	\$132,800	100%	Dranford, CT	Town of Dranford 1019 Main Street PO Box 150 Dranford, CT 06405 Janice Plazdek, Town Engineer Waterford Utility Commission 1000 Hartford Road Waterford, CT 06385 Natali Soto, Chief Engineer 860.444.5861
12/12/13	05/27/14	Water Main Replacement at Peninsular Ave #FY14/000295: trench excavation & backfill; F/I pipe bedding, corporation stop, copper service lines, curb valve, curb box; connect new service line to existing piping.	80%	\$192,800	100%	Waterford, CT	
11/26/13	12/29/2014	Thames Edge at Fairview #13022-01: earthwork and rock removal; drainage systems; fine grade & pave; install sidewalks/curbing	85%	\$4,499,000	100%	Groton, CT	KBE 30 Dutton Park Road Farmington, CT 06032 Terry Torregano, Project Mgr 860.284.7110 Town of Windham 979 Main Street Williamette, CT 06226-2200 Joseph Gardner, P.E. 860.465.3043 CME Associates, Inc. 32 Crabtree Lane, PO Box 849 Woodslock, CT 06281 860.928.7848 Pete Parent City of Meriden Room 210 City Hall 142 East Main Street Meriden, CT 06450-8022 Brian Ennis, City Engineer Rocky Hill Properties LLC 26 Main Street, Suite 100A Chatham, NJ 07928 973.665.1444 Thomas Albright, Project Mgr
09/18/13	11/30/2013	Resurfacing of Various Streets & Parking Areas (Town of Windham): milling, excavation, 11,500 tons bituminous concrete paving, catch basin construction	82%	\$1,013,855	100%	Windham, CT	
09/09/13	12/11/13	Atlantic Avenue Reconstruction: reclamation, repaving and drainage improvements	100%	\$121,700	100%	Groton Long Point, CT	
09/07/13	04/10/2014	0014-01 City Wide Paving: roadway reconstruction of various streets city wide; milling, full depth replacement, repair of subgrade, installation of new manhole frames/covers & catch basin	80%	\$717,472	100%	Meriden, CT	
09/03/13	11/15/13	Altam Dookside Apartments: fine grade, pave, curbing	100%	\$308,700	100%	Rocky Hill, CT	
08/30/13	09/25/13	Multiple Roads 2013: milling, tack, skim and pave, curbing, drainage	100%	\$281,990	100%	Voluntown, CT	Town of Voluntown 115 Main Street PO Box 96 Voluntown, CT 06304 Ronald Millovitsch, First Selectman 860.376.4089
08/28/13	10/01/13	100/200 Corporate Plaza: reclamation, paving, curbing, catch basins	85%	\$330,000	100%	Rocky Hill, CT	100-200 Corporate Plaza LLC CIRE/New England Asset Services 185 Asylum Street, 31st Floor Hartford, CT 06103 860.987.4731 Brenda Keegan, Sr. Asset Mgr

CAVED LOT MSG W/TOWN ENGINEER

312,175 4'02" DO ISSUED TMB

*3 PAVING LOTS
\$121,700 + \$1,013,855
AT WINDHAM FIRE DEPT.*

Start or Contract Date	Completion Date	Project/Contract Description	% Work by Owner	Contract Amount	% Completion	Location of Actual Work Performed Town, State	Project Contact Information
06/25/13	08/13/13	South Windsor High School Paving Replacement Bid #1213-011: Replace existing concrete pavement & curbing; correct any existing drainage issues; re-stripe road & parking areas	100%	\$567,360	100%	South Windsor, CT	South Windsor Div. of Education Facilities Service Office 1737 Main Street South Windsor, CT 06074 860.291.1220 Pat Hankard 860.250.9569
06/10/13	11/30/2014	Thames St. Rehabilitation #10131967: full depth reconstruction & resurfacing and improvements at all intersecting streets. Grading, drainage, infrastructure improvements.	75%	\$4,694,402	100%	Groton, CT	City of Groton 295 Meridian Street Groton, CT 06340 860.446.4164 William Lewis, Project Engineer Advance Property Management 172 Oakwood Drive Glastonbury, CT 06033 860.657.8981 Eric Schaefer, Property Manager Town of South Windsor 1540 Sullivan Avenue South Windsor, CT 06074 Jeffrey Doolittle, P.E. 860.644.2511
06/18/13	07/03/13	Meadow Hill Condominium Association: paving, reclaiming, curbing, storm drain caps	100%	\$235,522	100%	Glastonbury, CT	Town of Somers 600 Main Street Somers, CT 06071 Jeffrey Nord, P.E., L.S. 860.763.8218
05/20/13	08/28/2014	Pavement Restoration 2013: fine grade and pave	95%	\$1,762,619	100%	South Windsor, CT	860.644.2511
05/13/13	11/15/2014	Intersection Improvements at Ninth District Road, Route 190 and Sokol Road	95%	\$1,807,334	100%	Somers, CT	860.644.2511
05/07/13	05/10/14	Farmington Avenue Base Preparation & Binder Paving Ph 1 Bid #6303F: full depth reconstruction, including removal of existing concrete road base, upgrade all curbing, construct 6' wide raised median islands, 6' curb extensions, and new decorative lighting	85%	\$1,295,910	100%	West Hartford, CT	Town of West Hartford 50 South Main Street West Hartford, CT 06107 Tom Silva, Project Manager 860.561.7470
05/01/13	09/28/13	Manchester Community College Renovations/Parking Lot #B-CYC-440: paving and landscaping services to renovate B Lot and provide additional parking spaces	70%	\$2,398,000	100%	Manchester, CT	Dept. of Construction Services OAS - 5th Floor West 165 Capital Avenue Hartford, CT 06106
02/27/13	11/00/13	CT DOT Colchester Repair & Electrical Facility #28-183: bituminous paving, curbing, tack coating	100%	\$387,398	100%	Colchester, CT	Lawrence Brunell, Inc. (LBI) 11 Eastview Drive Farmington, CT 06034 860.676.9900
12/17/12	3/04/2013	Frito Lay ASRS #33306301-0010: fine grade and pave	100%	\$809,270	100%	Dayville, CT	The Haskell Company 2591 N. Dallas Pkwy, Suite 405 Frisco, TX 75034 Brian Dotolo
10/20/12	05/10/13	UConn Restoration of Sundial Plaza: pedestrian mall walkway rehabilitation, extensive landscaping	90%	\$803,000	100%	Storrs, CT	Skanska USA Building, Inc. 545 Long Wharf Dr., 6th Floor New Haven, CT 06511 Matthew Glaser 203.859.7700
09/21/12	10/17/2014	MDC Sewer Improvements #2011-74: F/I 94OLF sanitary sewer, manholes, rehab existing sewer manholes	77%	\$1,205,730	100%	East Hartford, CT	Metropolitan District 555 Main St., PO Box 800 Hartford, CT 06142 Jason Waterbury, P.E. 860.278.7850 x3380

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Current & Completed Projects

D&W Paving & Landscaping LLC
 Updated: 31 December 2014

Start or Contract Date	Completion Date	Project/Contract Description	% Work by Owner Forces	Contract Amount	% Completion	Location of Actual Work Performed Town, State	Project Contact Information
08/23/12	05/14/13	Citywide Paving (Sec. A & B) #1012-43: site work, paving, curbing, utility f/i, landscaping	95%	\$1,638,110	100%	Meriden, CT	City of Meriden Room 210 City Hall 142 East Main Street Meriden, CT 06450-8022 Brian Ennis, City Engineer 203.630.4018 Town of Wethersfield 505 Silas Deane Highway Wethersfield, CT 06109 Engineering Department
08/22/12	5/31/2013	Olney Road Construction #21364604-000: Excavation, grading, curbing, paving	95%	\$302,932	100%	Wethersfield, CT	Town of Wethersfield 505 Silas Deane Highway Wethersfield, CT 06109 Engineering Department
07/16/12	09/30/12	Road Reconstruction - Seaman Circle Neighborhood #2012066: 7,500 SY bituminous concrete roadway, install extruded concrete curb, lawn restoration, traffic control	100%	\$197,479	100%	Manchester, CT	Town of Manchester PO Box 191 Manchester, CT 06045 Michael Rogers, Constr. Inspector 860.647.3155
06/25/12	11/26/12	Town of Seymour - Chamberlain Rd & Brothers Court Rd Reconstruction: excavation, fill, paving, curbing	95%	\$408,000	100%	Seymour, CT	Nellis and Young Engineers 1335 Middletown Ave Northford, CT 06472 Adam Kinkol, Project Mgr 203.880.5624 Town of Stonington 152 Elm Street Stonington, CT 06378 Lawrence Sullivan, Town Engineer 860.535.5076
06/15/12	08/10/12	Taugwank Rd Resurfacing #137-156: roadway resurfacing, drainage improvements, rail replacements, curbing	90%	\$197,318	100%	Stonington, CT	Town of Stonington 152 Elm Street Stonington, CT 06378 Lawrence Sullivan, Town Engineer 860.535.5076
06/01/12	08/31/12	Town of Branford Pavement Resurfacing Improvements: excavation, paving, catch basins, curbing, landscaping	85%	\$536,765	100%	Branford, CT	Town of Branford 101D Main Street PO Box 150 Branford, CT 06405 Janica Plazlak, Town Engineer 203.315.0606
05/15/12	08/17/12	Griswold St. Pavement & Rehabilitation: milling, excavation, catch basins, sidewalks, paving, markings, landscaping	85%	\$713,557	100%	Glastonbury, CT	Town of Glastonbury 2155 Main St., PO Box 6523 Glastonbury, CT 06033 Stephen Draun, Asst. Town Engineer 860.652.7743
05/11/12	05/11/2014	Road Reconstruction 2010 Road Program #12-1-4D: milling, excavation, fine grading, paving, curbing & aprons	85%	\$2,596,546	100%	Enfield, CT	Town of Enfield 820 Enfield Street Enfield, CT 06082 860.259.6366 John Cabibbo Town of Chester 203 Middlesex Ave. Chester, CT 06412 Ed Meehan, Town Selectman 860.526.0013
05/07/12	06/22/12	Donah Drive Water Main Project: trenching, backfilling & installing ductile iron water main & appurtenances	100%	\$149,894	100%	Chester, CT	Town of Chester 203 Middlesex Ave. Chester, CT 06412 Ed Meehan, Town Selectman 860.526.0013
04/16/12	05/14/12	Holinko Estates: roadway resurfacing, drainage improvements, gutter rail replacement, curbing, sidewalk prep	100%	\$106,125	100%	Storrs, CT	Jim Cnsgranto, Sr Engineer Mansfield Housing Authority 309 Maple Road Storrs, CT 06268 Rebecca Fields, Exec. Director 860.417.0693
02/13/12	07/13/13	Carrington Elementary School #347209: heavy/standard duty paving, fine grade play area	100%	\$236,760	100%	Waterbury, CT	Richard's Corporation 72 N. Harwinton Ave. Yorrville, CT 06786 860.583.9229 Jeffrey Lovins

PAVING GOOD WITH SOME NOT LARGE SCALE FLAT SPOTS.

Current & Completed Projects

D&W Paving & Landscaping LLC
 Updated: 31 December 2014

Start or Contract Date	Completion Date	Project/Contract Description	% Work by Owner	Contract Amount	% Completion	Location of Actual Work Performed Town, State	Project Contact Information
09/07/11	05/04/12	Miller Street Parking Lot Construction: clearing/grubbing, excavation, trench excavation, pavement removal, subgrade, sediment control system, bituminous concrete, catch basins, stone curbing, fencing, sidewalks, landscaping	100%	\$141,786	100%	Meriden, CT	City of Meriden Room 210 City Hall 142 East Main Street Meriden, CT 06450-0022 Brian Enns, City Engineer 203.630.4018
07/30/11	02/14/12	Scotts Green Street III: erosion control, clearing/grubbing, demolition, site work, building excavation, storm sewer & site drainage, site utility trench, paving	100%	\$462,484	100%	Lebanon, CT	The Scotts Company LLC 14111 Scotts Lawn Road Marysville, OH 43041 Scott Koruch, PDS Engineering 860.242.8586
04/25/11	03/31/14	Old Mystic Estates - now construction: land development, paving, drainage, curbing, landscaping	98%	\$2,356,060	100%	Old Mystic, CT	Toll Brothers, Inc. 53 Church Hill Rd Newtown, CT 06470 Ted Merchant 203.364.9400 Fisher's Island Rec Path Foundation PO Box 619 Fishers Island, NY 06390
10/30/09	11/09/10	Fishers Island Recreational Path	90%	\$2,314,336	100%	Fishers Island, NY	

Town of Colchester Interoffice Memorandum

To: Stan Soby, First Selectman
From: James Paggioli, L.S., Director of Public Works 
CC:
Date: 03-12-2015
Re: RFP 2015-02 Fire Department Company One Roof Replacement- Contract Recommendation

Responses for the RFP #2015-02 Fire Department Company One Roof Replacement were received and opened on February 24, 2015. The general description is the covering of the existing steel roof with ISO Board insulation and then placing a rubberized (EDPM) Membrane over the entire roof area, edging, new gutters, and snow guards.

Responses were as shown on the attached Bid Results sheet.

The apparent low bidder for the project is C & M Roofing Company, LLC from South Windsor, CT with a bid price of \$59,000. There were no bidders that qualified for the Purchasing Policy Local Vendor Consideration (Section B.5.)

References were contacted;; Griswold, East Hartford and Private Construction Firms all had very favorable reports. The Borough of Jewett City project (Griswold) was a similar scope of work for the A.A. Young Hose and Ladder Company.

Contact was made with the bidder and they are willing to provide the required certificates of insurance and bonds at this point and are looking forward to conducting the project. Scheduling will occur within April once temperatures are conducive for EDPM layout.

Based upon the submitted bids, Purchasing Policy of the Town of Colchester, and reference checks conducted; I would recommend the award of RFP 2015-02 Fire Department Company One Roof replacement be made to C & M Roofing Company, LLC and that the First Selectman be authorized to enter into a contract and sign all necessary documents to conduct the work.

Proposed Motion: Hereby award the bid RFP 2015-02 Fire Department Company One Roof Replacement to C & M Roofing Company, LLC and authorize the First Selectman to enter into a contract, and sign all necessary documents, in accordance with the RFP 2015-02 Fire Department Company One Roof Replacement with C & M Roofing Company, LLC, for the bid price of \$59,000.

RFP-2015-02 Fire Department Roof Replacement

Bid Opening February 24, 2015 2:30pm

Colchester Town Hall

Bid Results

Open #	Bidder	Address	Lump Sum Price
1	Scholar Painting, LLC	2 Klarides Village Dr. #145, Seymour, CT	\$74,320
2	C&M Roofing Co. LLC	PO Box 307, South Windsor, CT	\$59,000
3	The Branford Roofing Co.	255 School House Rd, Old Saybrook, CT	\$78,568
4	Beaulieu Company, LLC	132 1/2 Pine St. PO Box 5061, Manchester, CT	\$87,950
5	Quality Improvements, LLC	37 Industrial Park Access Rd, Middlefield, CT	\$65,600
6	G.Donovan Associates, Inc	627 Route 32, North Franklin, CT	\$84,900
7	Young Developers, LLC	42 Crestway, Unit A, Hamden, CT	\$94,998
8	Shoreline Restoration, LLC	176 Tyler St., East Haven, CT	\$68,500
9	P.O. Roofing, LLC	3 Dolge Court, Oxford, MA	\$75,389
10	Pawcatuck Roofing Co., inc	20 S. Anguila Rd. Box 9B, Pawcatuck, CT	\$85,075
11	Domack Restoration, LLC	185 Charles St., Stratford, CT	\$88,000
12	Quality Roofing Services, Inc.	599 Island Lane, -PO 30, West Haven, CT	\$83,920
13	Dzen Sheet Metal Contractors, Inc	74 Ranney Road, East Hartford, CT	\$71,300

/

Town of Colchester
And
Colchester Public Schools
127 NORWICH AVENUE, SUITE 201 & 202
COLCHESTER, CT., 06415-1260

Stan Soby
First Selectman

(860) 537 - 7220
FAX: 537 - 0547

Jeff Matthieu
Superintendent of Schools

(860) 537 - 7260
FAX: 537 - 1252

RFP #2015-02
BID FORM

BIDDERS: COMPLETE ALL INFORMATION REQUESTED BELOW. BIDDER MUST SIGN BID FORM.

COMPANY NAME & ADDRESS: C&M ROOFING CO., LLC

PO BOX 307

SOUTH WINDSOR, CT 06074

TELEPHONE #: 860 - 7587708

FAX #: 860 - 6275427

EMAIL: MIKE@CMROOFINGCO.COM

REPRESENTED BY: MIKE BRUNELLE, MANAGING MEMBER
(Name & Title)

INSTRUCTIONS: The undersigned, attesting to be a duly authorized representative of the Bidder, having familiarized himself/herself with the existing conditions of the school and Specifications contained herein affecting the cost of the work, hereby proposes to furnish the Town of Colchester / Colchester Public Schools with all supervision, technical personnel, labor, materials, equipment, tools, appurtenances, permits, fees and services required to perform and satisfactorily complete the work specified, in accordance with said Specifications, for the sums as indicated below.

<u>Item #</u>	<u>Description</u>	<u>Price for Item</u>
1	Lump Sum price for Roof Repair Entire Building Fire Company One Building at 52 Old Hartford Road	<u>\$59,000</u>

Amount Written in words: FIFTY NINE THOUSAND DOLLARS ⁰⁰/₁₀₀

C&M ROOFING CO., LLC

Bidders Name (print)


Authorized Signature

Bidders Address: PO BOX 307, SOUTH WINDSOR, CT 06074

860 7587708
Bidders Phone

860 627 5427
Bidders FAX

C & M ROOFING Co., LLC

P.O. Box 307, South Windsor, CT 06074

Customer Reference List

↪ Customer: Consolidated School District of New Britain
Contact: Ray Moore
Title: Facilities Director
(860) 827-2216

↪ Customer: East Hartford Public Schools
Contact: Al Costa *W. 4600* ✓
Title: Facilities Director
(860) 622-5951

Customer: Fortunato Construction
Contact: Bob Piazza *W. 6511*
Title: Project Manager
(860) 829-1411

Customer: Winchester Public Schools
Contact: Greg Delaney
Title: District Maintenance Supervisor
(860) 860-0706

Customer: Cornerstone Properties
Contacts: Jim Gagne & William Krason
Title: Property Manager
(860) 674-8007

Customer: Greater New Haven Water Pollution Control Authority
Contact: Charlie Biggs
Title: Operations Manager
(203) 466-5280 x245

↪ Windham Public Schools
Contact: Wayne Donaldson
Title: Director of Building and Grounds
(860) 465-2335

C & M ROOFING Co., LLC

P.O. Box 307, South Windsor, CT 06074

Projects:

A.A. Young Hose & Ladder Co.
105 Hill St. Jewett City, CT 06351
Completed: June 2014
Contract Amount: \$30,900.00

↳ Town of East Hartford
Drennan & Lord Pool
Completed: May 2014
Contract amount: \$47,000.00

New Medical Office Building
1260 Silas Dean, Wethersfield, CT
Completed: February 2014
Contract amount: \$84,000.00

Allen S Goodman Inc. Warehouse 2 & 3
East Hartford, CT
Completed: September 2013
Contract amount: \$290,000.00

C-Town Grocery/ Unity Plaza
Hartford, CT
Completed: April 2013
Contract amount: \$110,000.00

The Learning Center
Berlin, CT
Completed: September 2012
Contract amount: \$53,000.00

↳ Barns School
East Hartford, CT
Completion date: August 2012
Contract amount: \$64,000.00

Contacts:

Borough of Jewett City
Leona Sharkey - Griswold Town Hall n/c
860-376-7060 x. 211 3/16 very happy

Town of East Hartford
Michelle Enman
860-291-7271

Montagno Construction
Richard Crane → GOOD RECEIVING
203-597-9014 3/13/15

Allen s. Goodman
Tom Triano
860-289-2731

Cornerstone Properties
Jim Gagne
860-674-8007

Fortunato Construction Group
Bob Piazza VERY GOOD - WOULD USE AGAIN
860-829-1411 OWNER SITE - 3/13/15

East Hartford Public Schools
Al Costa VERY GOOD REF.
860-622-5950 3/13/15

Town of Colchester
And
Colchester Public Schools
127 NORWICH AVENUE, SUITE 201 & 202
COLCHESTER, CT., 06415-1260

Stan Soby
First Selectman

(860) 537 - 7220
FAX: 537 - 0547

Jeff Mathieu
Superintendent of Schools

(860) 537 - 7260
FAX: 537 - 1252

Bid # 2015-02

Request for Proposals
Fire Company One – Roof Repair

BID # 2015-02

Bids shall be addressed to 1st Selectman, Stan Soby, 127 Norwich Avenue, Suite 201, Colchester, Connecticut. 06415 on or before 2:00 P.M. February 24, 2015.

Bids shall be submitted in a sealed envelope clearly marked, "2015-02 Fire Company One –Roof Repair" Bid opening shall take place at the Colchester Town Hall, Office of the 1st Selectman, 127 Norwich Avenue, Suite 201, Colchester, CT. 06415 at 2:30 P.M. February 24, 2015.

Any questions concerning this bid may be answered by contacting James Paggioli, L.S., Town of Colchester Director of Public Works, at (860) 537-7288.

No right shall accrue to any person submitting a bid until such bids have been accepted and contract awarded in writing by the duly authorized representative of the Colchester Board of Selectman. The Colchester Board of Selectman reserves the right to reject any and all bids and to accept the lowest responsible bidder, and to waive any informalities, omissions, excess verbiage, or technical defects in the Bidding, if, in the opinion of the Board of Selectman, it would be in their best interest to do so.

Town of Colchester
And
Colchester Public Schools
127 NORWICH AVENUE, SUITE 201 & 202
COLCHESTER, CT., 06415-1260

Stan Soby
First Selectman

(860) 537 - 7220
FAX: 537 - 0547

Jeff Mathieu
Superintendent of Schools

(860) 537 - 7260
FAX: 537 - 1252

RFP #2015-02
BID FORM

BIDDERS: COMPLETE ALL INFORMATION REQUESTED BELOW. BIDDER MUST SIGN BID FORM.

COMPANY NAME & ADDRESS: _____

TELEPHONE #: _____ - _____

FAX #: _____ - _____

EMAIL: _____

REPRESENTED BY: _____
(Name & Title)

INSTRUCTIONS: *The undersigned, attesting to be a duly authorized representative of the Bidder, having familiarized himself/herself with the existing conditions of the school and Specifications contained herein affecting the cost of the work, hereby proposes to furnish the Town of Colchester / Colchester Public Schools with all supervision, technical personnel, labor, materials, equipment, tools, appurtenances, permits, fees and services required to perform and satisfactorily complete the work specified, in accordance with said Specifications, for the sums as indicated below.*

<u>Item #</u>	<u>Description</u>	<u>Price for Item</u>
1	Lump Sum price for Roof Repair Entire Building Fire Company One Building at 52 Old Hartford Road	_____

Amount Written in words: _____

Bidders Name (print)
Bidders Address: _____

Authorized Signature

Bidders Phone

Bidders FAX

Town of Colchester
And
Colchester Public Schools
127 NORWICH AVENUE, SUITE 201 & 202
COLCHESTER, CT., 06415-1260

Stan Soby
First Selectman

(860) 537 - 7220
FAX: 537 - 0547

Jeff Matthieu
Superintendent of Schools
BID #2015-02

(860) 537 - 7260
FAX: 537 - 1252

General Specifications

All bids must be submitted on the enclosed "Bid Form" *No Exceptions*. Bidder shall provide information regarding the bidder's qualifications, company history, etc. on separate sheets.

Scope: This contract shall be defined as, but not limited to:

- a. The general scope of the project is as follows: The existing building of Fire Company One at 52 Old Hartford Road is steel framed, metal sided and sloped metal roof building, typical of the pre-engineered metal buildings constructed in 1987-1988. The roof has developed multiple connection hardware rusting leaks over the lifespan of the roof that a membrane roof system has been determine to be the most effective means to ensure the effective weather proofing of the building. The building is rectangular with dimensions of 160 feet long and 70 feet wide. The ridge line is centered and 160 feet long.
- b. Should funds allow or become available, additional work may be added to the project. The Town also reserves the right to deduct estimated work as required. The quantities listed are estimated for the envisioned work at the Fire Company One listed. Other locations on the premises will not be added dependent on available funds.
- c. Shall consist of furnishing all materials, fall protection, labor, supervision, equipment, tools, supplies, and all other expenses in order to conduct the work.
- d. Bidders are required attend any mandatory pre-bid meetings and to perform on site inspections of the areas where systems are to be installed in accordance to the instructions at the pre-bid meeting, and be familiar with the work areas. Site inspections are to be coordinated with staff. No unwarned site inspections shall be permitted. No additional payments shall be made for work that should be apparent to competent installers. Should conflict occur between contractor and project staff in regard to location of equipment, project staff shall have the final determination.
- e. Quality of workmanship shall be in accordance with generally accepted industry standards as a minimum of a 15 year manufacturer's labor and material system warrantee shall be provided to the Town upon completion and acceptance of the work. Contractor shall be aware that the Fire Company is a publicly utilized Emergency Response facility and make a necessary consideration to maintain public access during construction and scheduling of work. Contractor shall coordinate work scheduling and activities with the Chief of the Colchester Fire Department in order to maintain the facilities ability to respond to calls during the construction process. Contractor shall also be responsible for the protection of finish work prior to acceptance and opening an area to the public.

Town of Colchester
And
Colchester Public Schools
127 NORWICH AVENUE, SUITE 201 & 202
COLCHESTER, CT., 06415-1260

Stan Soby
First Selectman

(860) 537 - 7220
FAX: 537 - 0547

Jeff Matthieu
Superintendent of Schools

(860) 537 - 7260
FAX: 537 - 1252

- f. Bidders are to comply with all applicable laws and regulations in regard to construction activities, i.e. OSHA standards, fall protection, Material Protocols, A.D.A. Regulations, C.B.Y.D., etc.
- g. All Bidders, by signing the Bid Schedule, attests that they, and the employees assigned to perform the work as stipulated, hold a current license to perform the work as described (if applicable).
- h. The bidder should be aware that the Town may employ third party inspectors to monitor the work or may utilize its own staff. Required fall protection is required to be in good working order and the contractor will be required to provide access to the work area during construction.

Specific Scope of Work:

The Roof Repair shall consist of the following minimum steps:

- 1) Installation of 2" insulation between existing steel roof ribs;
- 2) Lay over 1" ISO broad entire roof surface and mechanically fasten to metal deck utilizing heavy duty fasteners.
- 3) Install wood blocking at roof perimeter edges.
- 4) Install 0.060 min., fully adhered EPDM Rubber membrane Roof System per manufacturer's specifications. Manufacturer's specifications and Installation guideline shall be provided with the bid response. Roll seams shall be sealed and lap spliced with tape.
- 5) Install new 0.32 metal edge system full building perimeter.
- 6) Install new 0.032 - 6" gutter along front and back of building, connecting to and reusing the existing downspouts. Includes all required
- 7) Install 3 rows each side of peel and stick snow guards along gutter edge.
- 8) Supply a minimum of fifteen (15) year manufacturer's labor and material system warrantee.

All Manufacturer's Specifications and Installation guidelines shall be provided with the bid response for all components to be utilized.

USE OF PREMISES AND REMOVAL OF DEBRIS

The Contractor shall undertake, at his/her own expense:

1. To take every precaution against injuries to persons or damage to property. There may be children and staff present during the hours the Contractor may be working. The Contractor shall be aware at all times that additional safety considerations should be taken. Particular care shall be taken by the Contractor and all those in his/her employ that all tools, equipment, ladders, materials, etc. are not left unsupervised.
2. To store his/her apparatus, materials, equipment and supplies in such orderly fashion at the site of work as will not unduly interfere with the normal operation of the Colchester Fire Department, the progress of the Contractor's work or the work of others.

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3. To clean frequently all refuse, scrap, and debris caused by his/her operations and to legally dispose of same away from the site, so that the work site is maintained in a neat, workmanlike appearance.
4. Before final payment, to remove all surplus materials and debris of any nature resulting from his/her operations and to legally dispose of same away from the site, so that the site is left in a neat, orderly, and workmanlike condition.

Time for Completion of Work Scope

Work shall be completed within 60 days from date of written Notice to Proceed. All bonds and insurance certificates shall be provided within 10 days of the opening of the bid and prior to a bid award.

Contractor to be aware that there may be weekdays during that period they are unable to conduct work due to Holidays or Elections being conducted and shall plan work and protection of work accordingly.

Basis of Award: This contract will be awarded to the *lowest responsible qualified bidder* meeting specifications or providing a proposal that at the sole discretion of the Town, meets the needs and performance criteria of the Town.

Bid Award: Once the Lowest Responsible Qualified Bidder has been identified and award of the bid is authorized, the Purchasing Agent shall prepare or cause to be prepared: (1) a purchase order to confirm the bid award or 2) when required a contract. The Purchasing Agent will bring the recommendation forward to the Board of Selectman for approval as required by the Town Charter, State Statutes, and the Town of Colchester Purchasing policy.

Bond Requirement and Guarantee

The bidder selected to perform work under this contract is required to provide a Payment and Performance Bond in the full amount of the work awarded. Original signed and sealed copies of bonds shall be provided to the Town prior to the Notice to Proceed being issued.

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1. Insurance: INSURANCE REQUIREMENTS:

The vendor shall maintain for the life of the Contract the insurance coverage set forth below for each accident provided by insurance companies authorized to do business in the State of Connecticut with a rating by AM Best of "A" or better. A certificate of insurance indicating these amounts, and listing the Town of Colchester as additional insured, must be submitted at the time of award.

A. Commercial General Liability:

Limits of Liability:-Each Occurrence - \$1,000,000 General Aggregate - 2,000,000

includes coverage for:

- 1. Products/Completed Operations.
- 2. Contractual Insurance.
- 3.. Broad Form Property Damage.
- 4. Independent Contractors.
- 5. Personal Injury.
- 6. Premises-Operations.

B. Auto Liability - Combined Single Limit \$1,000,000

C. Owners Contractors Protective Liability (OCP) in the name of The Town of Colchester:

Each Occurrence - \$1,000,000

General Aggregate - \$1,000,000

E. Worker's Compensation - Statutory

F. The Town of Colchester shall be listed as additional insured on Commercial General Liability policies.

G. The contract of insurance shall provide for notice to the Town of cancellation of insurance policies thirty (30) days before such cancellation is to take effect.

The contractor shall defend, save harmless and indemnify the Town of Colchester, its officers, agents, employees, and assigns from any damages resulting from any challenge to the legality of the bid process or any of the documents used here, including, but not limited to, the Request for Proposals or Contract Agreements. In addition, the contractor agrees to indemnify and hold harmless the Town of Colchester and each of their respective members, employees, officers and agents from and against any claims, demands, losses, costs or liabilities for personal injury or

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property damage or any other loss which may result from the contractor's performance or lack of performance of the Contract. Such "losses" shall include all reasonable attorney's fees and costs incurred in the representation of the Town, or any of their respective members, officers, employees, sub-committees of the Town or agents in any suit or claim arising from the contractor's performance or lack of performance of the Contract or arising from the enforcement of this provision.

Damages: Successful bidder shall be held responsible for any damages to existing structures, systems, or equipment caused by vendor due to negligence. Any subsequent repair shall be done at no additional cost to the Town.

Invoicing: Contractor shall prepare invoicing for payment for completed work that has been inspected and accepted by the First Selectman or his designee, either at the completion of all work that has been completed, inspected and approved as above.

References: Vendor must supply three (3) references where similar work was performed within the last 3 years.

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AGREEMENT

THIS AGREEMENT made this _____ day of March, 2015, by and between C & M Roofing Company, LLC, herein after called the "Contractor", and the Town of Colchester.

WITNESSETH, that the Contractor and the Town of Colchester for the bid sum of Fifty Nine Thousand Dollars, (\$ 59,000.00) and considerations stated herein mutually agree to provide for roofing repair/replacement as described in RFP 2015-02 Fire Department Company One Roof Repair and submitted response by the contractor. :

Article 1. Statement of Work. The Contractor shall furnish all supervision, technical personnel, labor, materials, machinery, tools, equipment and service, including utility and transportation service, and perform and complete in an efficient and workmanlike manner all work required for the pavement services in strict accordance with the Contract Documents, including all Addenda, thereto, all as prepared by the Town of Colchester.

Article 2. The Contract Price. The Town of Colchester will pay the Contractor for the performance of the Contract in current funds for the total quantities of work performed at the unit prices or lump sum prices stipulated in the Bid for the several respective items of work completed subject to additions and deductions as provided in the section.

Article 3. Contract Documents: The executed contract documents shall consist of the following:

- | | |
|---------------------------|-----------------------------|
| a. This Agreement & Bonds | g. Supplemental Conditions |
| b. Addenda | h. Special Provisions |
| c. Invitations for Bids | i. Technical Specifications |
| d. Instruction to Bidders | j. Drawings |
| e. Signed Copy of Bid | k. Notice of Award |
| f. General Conditions | |

THIS AGREEMENT, together with other documents enumerated in this Article 3, which said other documents are as fully a part of the Contract as if thereto attached or herein repeated, form the Contract between the parties thereto. In the event that any provision in any component part of this Contract conflicts with any other component part, the provision of the component part first enumerated in this Article 3, shall govern, except as otherwise specifically stated.

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IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in four (4) original copies on the day and year first above written.

Attest: _____
(Contractor)

By: _____
(Name)

(Title)

TOWN OF COLCHESTER

Attest _____
By: _____
(Name)

(Title)

Certification of Corporate Contractor

I, _____, certify that I am the _____ of the corporation named as Contractor herein; that _____ who signed this Agreement on behalf of the contractor, was then _____ of said corporation; that said Agreement was duly signed for and on behalf of said corporation by authority of its governing body, and is within the scope of its corporate powers.

Corporate
Seal

(Signature)

(Corporation)

MEMO

TO: Board of Selectman
From: Gayle Furman/Town Clerk
Subject: General Code E-Code 360
Date: March 13, 2015

I respectfully request that the Board of Selectman make a motion to allow the citizens of Colchester access to our Code via the internet using General Code's E-Code 360 product.

Proposed Motion:

Motion to authorize the First Selectman to sign the agreement from General Code to make available public access to the Code for the citizens of the Town of Colchester via the internet beginning approximately two weeks from the signing of the agreement to December 31, 2015 with a recurring flat fee commencing January 1, 2016.

Thank you.

General Code E-Code 360

Advantages

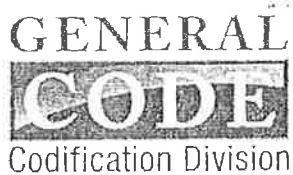
- Online
- Transparency
- App Available for phone
 - Police could check codes on their phone while at a site.
 - Residents that have business' and need frequent code reference
- Several ways to search
- Able to view new laws or ordinance changes with 24 hours of notification.
 - Would have access online between paper supplements
- Able to search codes from other communities
- Cost Savings on amount of Code Books requiring copies of new ordinance
- Public Documents Module
 - Permits uploading of Non-Code Documents (Agendas, Minutes) for easy searching.

Cost

- Current Yearly Subscription is \$550.
 - Includes annual Licensing
- Yearly Subscription is \$1,195.
 - Includes annual licensing
 - web hosting
 - posting of new legislation between regular Code supplements Public Documentation Module.
 - There is no additional cost to posting new and changed ordinances on the website.
- Yearly Increase of \$645.

Continuing Costs

- There is now and will continue to be supplemental costs for codification of new or changed ordinances at approx. \$23.00 per page. This cost goes toward Code Analysis, Composition, Duplication, Finish & Handling, and Shipping & Handling.
- Currently the annual subscription cost for General Code comes out of line item 42343 – Technical Reference Materials and the Supplemental codification costs come out of 44232 – Printing and Publications.



March 17, 2015

Ms. Gayle Furman
Clerk, Town of Colchester
127 Norwich Avenue
Colchester, CT 06415

Dear Ms. Furman:

On behalf of General Code, we thank you for the opportunity to provide a proposal for eCode360®, the exciting new online Code service from General Code, that makes your Code readily available to those who need it most. Enclosed is a proposal detailing the process for bringing your Code online so that you can take advantage of the same benefits that over 1,500 of General Code's customers already enjoy.

Hosted and maintained for your convenience by General Code, eCode360 provides access to your Code from a link on your website, enabling users—both inside and outside your municipality—to have easy access to this important information. Features and benefits include:

- **Searching** Several ways to search and access your Code saves time and money
- **Posting of New Laws** Provides access to new laws between supplements
- **Bookmarking** Return to popular sections of your code quickly
- **Exporting/Printing** Don't re-invent the wheel to draft new legislation
- **Easy Navigation** Search-friendly interface is clean, clutter-free, and highly intuitive
- **Wider Availability** Fewer phone inquiries free you up to perform other job functions
- **Backup** Reference Archival CD of your Code allows for historical documentation and research
- **Private and Public Notes** Remarks and comments regarding portions of the Code can be saved for public or private viewing and are searchable
- **Multi-Code Searching** Search hundreds of Codes from other communities for examples of legislation that your community may wish to model
- **Public Documents Module** Permits Uploading of Non-Code Documents to the Web for Easy Searching and Public Access

General Code's eCode360 is an ideal solution at a time when more and more people look to the Internet for their information needs. Simply sign and return this proposal to our fax at 585-328-8189 and we can have your Code on the web within two weeks. Or if you have further questions or concerns, or if you'd like a one-on-one demonstration, please contact me at your convenience.

Thank you for your consideration and we hope to hear from you soon.

Best Regards,

A handwritten signature in cursive script that reads "Patrick Smith".

Patrick Smith
Codification Account Manager

GENERAL CODE PROPOSAL *for*

TOWN OF COLCHESTER eCode360® PROPOSAL PROVIDED BY GENERAL CODE, LLC

March 17, 2015

Valid for 60 days

Now more than ever, there is a need for municipalities to have their Code available in an easy to use electronic format to meet the needs of Town employees and officials. There is also a need to allow public access to the Code for the citizens of the Town via the Internet.

In addition to having the Code online in a more versatile form, many municipalities have been able to reduce the number of printed Code volumes in circulation by providing access to the Code via the Internet. This reduction has been shown to save time and money on future printed copies of supplemented legislation to these communities.

When selecting an electronic product to use, two factors need to be considered: ease of use and low maintenance. The product should be easy enough to be used by novice computer users and should not create extra work for the Town staff to keep up to date.

Initial Setup of Electronic Files

The first phase of the project is to convert the current Town Code into an electronic format to enable it to function in eCode360.

Once the electronic files are created, we will integrate the files into eCode360 and they will be an exact reflection of the content of the present Code.

The electronic Code will be placed on a Web server by General Code. Anyone with Internet access will be able to view and search the Town Code. Your eCode360 will contain the current and complete text of the Town's Code and is fully searchable.

General Code's eCode360 is a virtually maintenance-free product for the Town. Each time the Code is updated, General Code will automatically update the Internet files to reflect any changes that were made to the Code. We always advise that the readers check with the local government to ensure they are working with the latest version of the Code.

Our Internet consultants will work with the Town to provide a seamless link to the Code from the Town's website. Your eCode360 can also be accessed from the General Code website.

General Code may make the content of the Code and any appended legislation or updated public information available as an electronic or print subscription to outside firms who do or wish to do business within the Town.

eCode360® Features

Premium eCode360® includes the following features:

- Posting of New Laws: Post legislation not yet codified in between supplements *
- Easy and Flexible Searching: Use key words or phrases, section numbers and more
- Exporting: Copy text quickly and easily into your preferred word-processing program
- Easy Navigation: Easy-to-use interface with multiple options for exploring the Code
- Electronic Index: Use a comprehensive list of key words and phrases to speed your searching
- Email Links: Convenient shortcuts to email a link to a specific Code section
- Printing: Simple, user-friendly print functionality and a variety of user options
- Bookmarking Searches: Save as "favorites" to quickly return to popular sections of the Code
- Free Upgrades with Additional Features
- eCode360 Search App
- Sample Legislation (Multi-Code Searching): Search across multiple Codes
- Archive CD: View a permanent archive of your Code without connecting to the Internet; provided with each supplement
- Public and Private Notes: Create personalized links and annotations within the Code
- PubDocs Module **

* **Posting of New Laws:** This service is included with the Annual Maintenance for eCode360®. Between regular Code supplements, General Code will temporarily attach (append) verbatim copies of new legislation to your online electronic Code to provide ready access to information until such time as the legislation can be codified through supplementation. If supplementation does not occur within one year of appending, General Code will remove the link to that legislation.

** Public Documents Online Module

General Code is proud to offer our new Public Documents (*PubDocs*) online module for our electronic Code services. With *PubDocs*, you can provide immediate online access to information and documents that you want to make available to the public, such as meeting minutes, agendas, resolutions, budgets, pending legislation, and more.

PubDocs is fully integrated with Premium eCode360®, your online Code, and provides an easy-to-use process for document management. *PubDocs* is a great way to augment your e-government services and improve your overall outreach to the community. Best of all, *PubDocs* enhances your municipality's transparency by offering your citizens and other constituents a solution that meets their ever-growing needs and expectations for instantaneous information in today's digital world.

Benefits of *PubDocs*:

- Easy to use, self-managing process
- Secure process for posting documents
- Documents are automatically converted to searchable PDFs
- Search document content concurrently along with your Code
- Search by name, date, description, category or use our advanced features such as a color-coded search filter with checkboxes
- Fully integrated and accessible through eCode360®
- Fully hosted service through General Code
- Upload all types of documents (e.g., Word documents, Excel Spreadsheets, etc) to view and search
- Public documents viewable by anyone – anytime, anywhere
- Not a repository for archiving purposes

PubDocs is included with Premium eCode360® at no additional charge. Costs associated with any necessary scanning services will be provided upon request.

Project Investment

Premium eCode360® with PubDocs Module and Posting of New Laws
Includes set-up and the 2015 maintenance fee of \$1,195

\$ 737*

** Pricing includes a prorated credit applied for the payment previously made for PC/Codebook in January 2015. The initial investment price and annual fee does not include supplementation for the printed Code.*

eCode360® Annual Fee and Maintenance

\$1,195

The maintenance fee is an annual recurring flat fee commencing January 1, 2016. Therefore it is our recommendation that the Town budget for this service each year. The fee covers annual licensing, web hosting, posting of new legislation between regular Code supplements and the PubDocs Module. Please note that this does not include the cost for codifying new legislation.

Payment Terms

100% will be invoiced upon delivery

Project Authorization

The **Town of Colchester, Connecticut**, hereby agrees to the procedures outlined above, to General Code's Codification Terms and Conditions, which are available at www.generalcode.com/TCdocs, and are incorporated herein by reference, and authorizes General Code to proceed with the project.

Please note that the Codification Terms and Conditions are also modified to include the following:

If the Town's governing body fails to appropriate sufficient monies in any fiscal year under this agreement, the Town must provide written notice of such non-appropriation at least 30 days prior to the end of the then current fiscal year, or if non-appropriation has not occurred by such date, immediately upon non-appropriation. At that time, all services will be terminated.

Signature _____ Date _____

*Please sign, fax and mail this page to General Code at
(585) 328-8189 • 781 Elmgrove Road • Rochester, NY 14624*

MEMORANDUM

To: Board of Selectmen
cc: Colchester Parks & Recreation Commission
From: Anita Pizzutiello
Date: March 16, 2015
Re: Pet Expo

Recommended Motion:

To accept the 4th Annual Pet Expo fundraiser/sponsorship event on Sunday, May 3, 2015 (rain date May 9) from 12:00pm to 3:00pm on the Colchester Town Green with details as presented.



The Colchester Dog Park Committee c/o the
Parks & Recreation Department
Of Colchester presents

4th Annual Pet Expo

Event: Pet Expo

Event Type: Fundraiser

Date: Sunday, May 3, 2015 – 12:00 to 3:00 P.M.

Rain/Snow Date: Saturday, May 09 2015– 12:00 to 3:00 P.M.

Location: Colchester Town Green

Contact Information:

Cheryl Hancin

Colchester Parks & Rec

127 Norwich Avenue

Colchester, Conn. 06415

860-537-7297

Participation: Approximately 100-300 participants, plus spectators/volunteers.

Program Description:

The Colchester Dog Park Committee is planning an exciting event on May 3rd – our 4th annual Pet Expo, at the Colchester Town Green. Funding raised from this event will help with the upkeep of the Colchester Dog Park and for purchasing items to enhance the park.

There will be a \$7 entrance fee for each person/dog to enter the large dog area and begin the scavenger hunt for the eggs. The plastic eggs will contain items such as discount coupons, dog treats and other dog related items. We plan to spread between 2000-2500

eggs around the Colchester Town Green. The dogs will be on leash at all times for the event.

We will have a "Blessing of the Animals" at this event by a local clergyman. For safety reasons it would be limited to dogs only.

The committee is also looking into whether we can offer free demonstrations of canine freestyle dance and a canine flyball team as well for entertainment for all participants.

We will have photo opportunities with the Spring Bunny and perhaps the Spring Chicken for an additional fee of \$5.00.

The committee will also be hosting a doggy Spring Fashion Show just for our canine companions. Ribbons will be awarded for 1st, 2nd, 3rd and 4th place winners. A trophy will be awarded for the canine voted to be Best in Show. A modest entry fee of \$2.00 for all canines' to be entered will be collected at registration.

We are looking for sponsors and vendors for this event.

Vendors will have the opportunity to set up a canopy to represent their businesses. They are encouraged to bring flyers and are allowed to sell their products. Many of our vendors in the past chose to give away items to encourage new customers. There is a fee of \$25.00 for each 15X15 site. We will offer a minimum of 2 sites for non-profit organizations.

We are also looking into getting a hot dog cart to sell hot dogs during the event. We would obtain Board of Health approval.

Benefit of Sponsorship

- . Name/logo in press releases. Park & Rec website, flyers, mass e-mails.
- . Opportunity to have Facebook event page and other promotional materials.
- . Potential to increase business exposure and opportunities, especially for animal focused businesses.

- . Great Dane Sponsor \$300 includes all of the Beagle benefits plus the company logo is at the top of all materials and you will be one of the title sponsors. (The Colchester Dog Park Easter Egg Hunt for Dogs sponsored by XXXXX.)

- . Beagle Sponsor: \$100 included all of the Chihuahua benefits plus opportunity to judge awards and free booth (\$25 value).

- . Chihuahua Sponsor: \$50 company name on website and in all posts, materials and publicity prior to and during the event.

Promotional Consideration:

Goal is to raise \$800.00 from sponsorships, purchases and donations.



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

MEMORANDUM

To: Board of Selectmen

cc: Recreation Commission
Public Works

From: Tricia Dean, Executive Assistant to the First Selectman

Date: 3/13/2015

Re: Donate for Life Flag

On March 2, 2015 the Recreation Commission reviewed and approved the Donate for Life Flag to be flown at Town Hall from 4/17/2015 – 5/1/2015.

Recommended Motion

Motion for the Board of Selectmen to approve the flying of the Donate for Life Flag from April 14th through May 1st 2015.