

Linda M. Hodge



First Selectman

**Board of Selectmen Special Meeting Minutes  
Friday, October 9, 2009  
Colchester Town Hall  
Suite 201 – at 8:30 a.m.**

RECEIVED  
COLCHESTER, CT  
2009 OCT -9 PM 12:03  
MANLY A BRAY  
Marilyn A. Bray

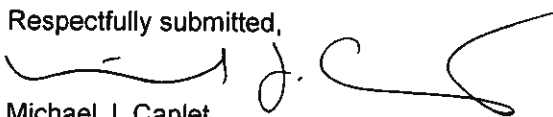
**MEMBERS PRESENT:** First Selectman Linda Hodge, Selectman Stan Soby, Selectman Greg Cordova  
**MEMBERS ABSENT:** Selectman Rosemary Coyle, Selectman John Malsbenden  
**OTHERS PRESENT:** Mike Caplet and Gary Avery.

1. **Call to Order:** First Selectman L. Hodge called the meeting to order at 8:32 a.m.
2. **Citizens' Comments:** None
3. **Discussion and Possible Action on New Ambulance Purchase:** S. Soby moved to approve the purchase of the Navistar Chassis from Nutmeg International Trucks Inc. in the amount of \$70,000.<sup>00</sup>, and to authorize the First Selectman to sign all necessary documents, seconded by G. Cordova. Unanimously approved. MOTION CARRIED.  
  
G. Cordova moved to approve the contract with Greenwood Emergency Vehicles for the conversion and construction of a Horton Ambulance in the amount of \$127,794.<sup>00</sup>, and to authorize the First Selectman to sign all necessary documents, seconded by S. Soby. Unanimously approved. MOTION CARRIED.
4. **Adjourn:** G. Cordova moved to adjourn at 8:34 a.m., seconded by S. Soby. Unanimously approved. MOTION CARRIED.

**Attachments**

1. Memorandum from "Ambulance Committee" to Chief Cox and CHFD Officers, regarding "Recommendation"

Respectfully submitted,

  
Michael J. Caplet  
Executive Assistant to the First Selectman

MEMO:

To: Chief Cox and CHDF Officers

From: Ambulance Committee

Subject: Recommendation

The Ambulance Committee has made a selection of the ambulance manufacturer. We are recommending that Greenwood Emergency Vehicles, of North Attleboro, MA be awarded the contract for the conversion and construction for a Medium Duty Type I ambulance with a Navistar Chassis to be purchase through DAS municipal pricing from Nutmeg International Trucks Inc. of Franklin, CT.

The ambulance committee's design and specifications goals were to provide an ambulance with improved ergonomic and safety features incorporated into the ambulance module. The committee chose a Medium Duty Type I ambulance for weight carrying considerations and durability.

The safety features are 3 point seatbelts for 4 of the 5 positions in the module. A center mounted swivel attendants seat with a certified incorporated child's seat. A bench height to ceiling padded "crash" partition at the end of the squad bench, along with the relocation of the trash/sharps containers to a below bench "tip-out" type. Reducing the cabinet height above the "action wall" to reduce the chance of head injury to CPR attendant if belted in a frontal crash. Providing a second "action wall" switch panel in the squad bench partition to keep squad bench attendant seat belted. Horton provides improved energy absorbing padding.

The committee located proper storage for loose equipment as not to be a missile hazard in a accident.

The design also improves on visibility by using scotchlite reflective material for our designed striping (as the old R-628) vs. paint. Also increased was reflectorization on interior panels of rear and side doors.

We specified all lighting except the map light to be LED lamps, providing brighter interior lighting, improved emergency and scene lighting with reduced battery drain and improved lamp life.

The committee specified a trash chute like R-528 and a compartment above the O2 compartment to relocate the suction and miscellaneous electrical equipment from compartment #2. We specified a pull out type drawer above the street side rear wheel well for expanded storage. We also specified a modified back board compartment with a fixed divider, backboard grippers and adjustable shelves.

The Chassis is similar to R-628 with slightly higher HP, (225 to 255 HP). Also selected is a rear sway bar for improved handling. Chassis specs were developed with the assistance of Steve Sharp, Fleet Maintenance Supervisor.

The specifications requested manufacturer's data for crash testing, and interior sound testing. Also requested was material samples, structural, finishes, and mockups. These requests were made to assist in scoring the evaluation.

The specifications were crafted in-order for manufacturers to submit proposals (vs. Bids) that match as closely as possible to our specific requirements. It was clearly noted in the specification that the award of the contract was not to be based upon the lowest price but on a formal evaluation of each submitted proposal. Pricing along with add alternates, Trade in prices, warranties, submitted equipment, and submitted data were evaluated. We received four proposals.

The Net pricing:

Life Line	\$197,014
Greenwood Emergency Vehicles (Horton)	203,538
Specialty Vehicles Inc (Road Rescue)	215,904
Yankee Fire and Rescue (PL Custom)	226,975

The committee reviewed each proposal, line by line, developing a list of clarifications for each of the 3 lowest priced manufacturers. The 3 lowest manufacturers responded to our clarification questions.

The committee also reviewed sample items and mock-ups submitted by the 3 lowest manufacturers.

Each member with the exception of Trevor Reid but including alternate Dave Barnes individually scored their evaluation forms.

The scores were summed and differentiated for the total of the two lowest submitters. These differential numbers were 32, 48, 23, 136 in favor of Horton and one evaluation with a 2 point differential in favor of Life Line. These numbers produced a mean point differential of 34.3 points. To produce the mean we eliminated the lowest and highest differential numbers and averaged the remaining three. The 3.43% variation in scores produced good validity of the evaluation process. The manufactures with the highest score was Greenwood Emergency Vehicles.

Please NOTE; Life Lines proposal was good only for 30 days. This 30 day note was also verified by e-mail from Life Line and stated that they were "not sure if they could price protect the chassis beyond September 30, 2009". Ordinarily proposals should be valid for 60 days.

Budget;

See enclosed spreadsheet.

Initially Greenwood's price was over budget by \$4,782.31. To reduce the overage the committee opted to purchase the chassis through Nutmeg International in Franklin, CT. This price is \$70,000.00. We changed the passenger seat to non-Air Ride and eliminated the fog lamps as they are carried by the module builder. Greenwoods deduct price for the 255 hp chassis was quoted at \$73,575.00. This saves \$3,575 leaving \$1,207.13 over budget.

I contacted Greenwood's sales person, Billy Rich and explained Horton is recommended by the committee to provide the ambulance less the quoted 73,575.00 chassis price but need a reduction to make the budget work,. He cleared the amount with his supervisor and they have agreed to reduce their price by \$2,000.00. See attached e-mail attachment.

Submitted by:  
Gary Avery

Approved by the Ambulance Committee;

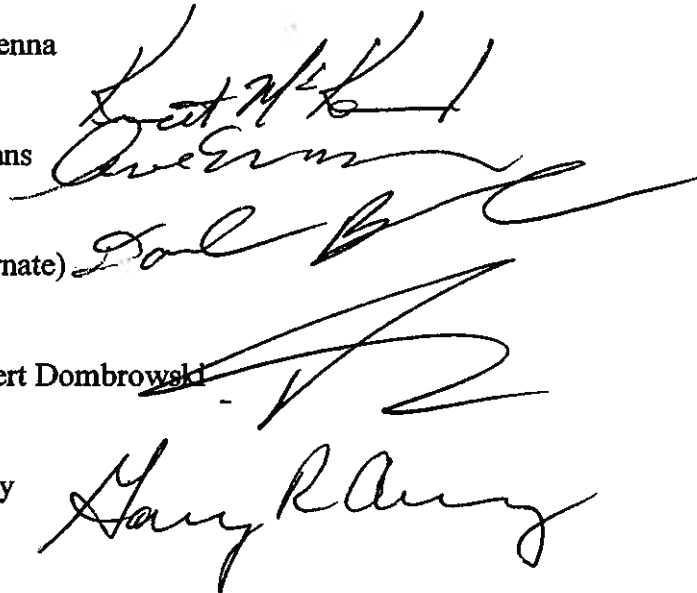
Asst. Chief Ken McKenna

EMS Capt. Audrie Evans

LT Dave Barnes (Alternate)

Fire Fighter EMT Robert Dombrowski

Fire Fighter Gary Avery

The image contains five handwritten signatures in black ink, each corresponding to a name listed to the left. The signatures are: Ken McKenna (top), Audrie Evans, Dave Barnes, Robert Dombrowski, and Gary Avery (bottom). The signatures are written in a cursive, flowing style.



530 JOHN DIETSCH BOULEVARD  
NORTH ATTLEBORO, MA 02763-10  
PHONE: 508.695.71  
FAX: 508.699.68  
PARTS: 1.800.347.38

Attn: Gary Avery  
Colchester Hayward Vol. Fire Co.  
52 Old Hartford Rd  
Colchester, CT 06415

Dear, Volunteer Ambulance Committee

Upon discussion with Mr. Gary Avery it is understood that my proposal for one Type I Emergency Medical Vehicle is \$2,000.00 over your budget. As a courtesy to your repeat business, Greenwood Emergency Vehicles is willing to lower its overall proposal by \$2,000.00 dollars to meet your budget. Thank you for recommending Greenwood and I hope that you will be pleased with your decision.

Sincerely,

A handwritten signature in cursive script that reads "William Rich".

William Rich  
CT Ambulance Sales Manager  
Greenwood Emergency Vehicles  
Cell# 203-494-1587

9/29/2009

AMBULANCE BUDGET

LINE ITEM	220,000.00		220,000.00
STRETCHER	10,893.21		10,893.21
RADIOS	8,151.10		8,151.10
LOGO	800.00		800.00
ADVERTISEMENT	180.00		180.00
BID MATERIALS	220.00		220.00
CONTINGENCY	1,000.00		1,000.00
SUB TOTAL ITEMS ECUMBERED	21,244.31		21,244.31
AVAILABLE CONTRACT FUNDS	198,755.69		198,755.69
HORTON PROPOSAL	216,000.00		211,170.00
TRADE	-15,000.00		-22,000.00
ENGINE	1,070.00		1,065.00
AUTO PARK	229.00		229.00
COUNTER	397.00		
PIONEER SYSTEM	842.00		2,000.00
HINGED DOOR			300.00
COMPT LT CKT			1,625.00
COMPT LTS			2,625.00
HORTON PRICE CONCESSION	-2,000.00		
SUB TOTAL HORTON PROPOSAL	201,538.00	LIFE LINE	197,014.00
DIFF OF AVAILABLE FUNDS	-2,782.31		1,741.69
HORTON CHASSIS PRICE	73,515.00	LIFE LINE	69,390.00
NAVISTAR CHASSIS	70,000.00		
SAVINGS FROM NAVISTAR	3,515.00		
AVAILABLE FUNDS INCLUDING CONTINGENCY	1,732.69		